**FINANCIAL PROPOSAL**

**Individual Consultant for Prevention of Sexual Exploitation and Abuse (PSEA) for India Country Office**

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **S. No.** | **Deliverables** | **Deadline for completion of deliverable** | **Details of Travel Required** | **Professional Fee (Daily)**  **(INR)** | **Input Days** | **Total Professional Fee (INR)** | **Total Travel Cost (INR)** | **Total Amount (All Inclusive Fee (INR)** |
| ***(A)*** | ***(B)*** | ***(C)*** | ***(D)*** | ***(E)*** | ***(F)*** | ***(G =E x F)*** | ***(H)\**** | ***(I = G + H)*** |
| 1. | 10 reports after training sessions conducted | By 31th August 2024 | Face to face sessions in UNICEF program states  (Up-to 20 days of travel required) |  |  |  |  |  |
| 2. | Needs assessment gap and analysis report | 30th September 2024 | No travel as virtual sessions |  |  |  |  |  |
| 3. | Quarterly meeting notes and slides | Every quarter | No travel |  |  |  |  |  |
| 4. | Strategy Note and  Slide deck | 31th October 2024 | No travel |  |  |  |  |  |
|  | **TOTAL (INR)** | | | | |  |  |  |

**BREAK UP OF TRAVEL COSTS:** This is only for the purpose of budgeting the travel cost/per diem. Based on the rates applied in the below table, total travel costs per deliverable to be calculated and included under ‘Total Travel Cost’ in the table above.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Travel details and budget break up for this consultancy**  **a. Number of trips = 5**  **b. Number of total travel days for all trips = 20**  **c. States/Districts where travel is required =** UNICEF Program States Capital cities | | | | |
| **S. No.** | **Description** | **Unit** | **Unit cost (INR)** | **Total Cost (INR)** |
| 1. | Air ticket cost (Return Trip) including transfers | 5 trips | \_\_\_\_ per trip | INR\_\_\_\_\_\_\_\_\_\_ |
| 2. | Per Diem (food and accommodation cost) | 20 days | \_\_\_\_ per day | INR\_\_\_\_\_\_\_\_\_\_ |
| 3. | Other expenses, if applicable |  |  |  |
|  | **Total Travel Costs = INR** | | | INR\_\_\_\_\_\_\_\_\_\_\_ |

*All shaded areas to be filled in by the Candidate*

**Notes to financial offer:**

1. *Payment will be made on submission and acceptance of deliverables as stated above. UNICEF reserves the right to withhold payment in case the deliverables submitted are not up to the required standard or in case of delays in submitting the deliverables on the part of the consultant.*
2. *Air travel should be economy class using the most direct route.*
3. *No other fee would be paid or reimbursed other than the fee indicated in the financial proposal.*
4. *The consultant/contractor will work on own computer(s) and use own office resources and materials in the execution of this assignment, including personal email address(es) and phones.*

**Please note that the contract is delivery-based with a specific delivery schedule. Consultant should manage their own time and ensure submission of the deliverables as per the schedule. As consultancy contracts are deliverable based, an individual may hold concurrent contracts. Consultants will largely be remote/home-based, not office based. However, the consultant may be required to visit the UNICEF office premises for meetings as required or agreed with the contract supervisor.**

**PAYMENT TERMS:** Net 30 days

**Name of the Candidate:**

**Signature of the Candidate:**

**Address:**

**Contact no.:**

**Email address:**

**Date:**