**TEMPLATE FOR FINANCIAL PROPOSAL**

**INDIVIDUAL CONSULTANT FOR Foundational learning Programming**

| **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)*** | ***I*** | ***(D)*** | ***(E)*** | ***(F)*** | ***(G =E x F)*** | ***(H)*** | ***(I = G + H)*** |
| 1. | Submission of draft presentation of the G 20 Education Working Group | 31 July |  |  |  |  |  |  |
| 2. | Submit draft policy brief based on final report and declaration of the G 20 Education Working Group | 12 August |  |  |  |  |  |  |
| 3. | Final policy brief and presentation approved by MoE and G 20 secretariat | 31 August |  |  |  |  |  |  |
| 4. | Submission of final documents, report, compendium, declaration of G 20 Education Working Group for the Heads of state meeting | 30 September |  |  |  |  |  |  |
| 5. | Share draft summary study briefs of 3 studies (Tribal study; Schemes and programmes for school education across multiple ministries, Education Programme Evaluation) | 17 October |  |  |  |  |  |  |
| 6 | Final framework for documentation of teacher recruitment and transfer practices in states including documentation of one state  (Including 1 trip of 3 days travel) | 30 October | 1 trip of 3 days travel |  |  |  |  |  |
| 7 | Draft summary study briefs of 2 studies (Mental health study; Schools connectivity study) shared for review | 14 November |  |  |  |  |  |  |
| 8 | Documentation of teacher recruitment and transfer practices in 2 states  (Including 2 trips of 3 days each) | 30 November | 2 trips of 3 days each |  |  |  |  |  |
| 9 | Final 5 summary study briefs based on inputs provided by Education section | 16 December |  |  |  |  |  |  |
| 10 | Draft report of the documentation of teacher recruitment and transfer practices in 3 states submitted | 29 December |  |  |  |  |  |  |
| 11 | Final designed study summary briefs and report of teacher recruitment and transfer (Work with design agency for final, editing and layout design. Design agency to be hired by UNICEF) | 31 January 2024 |  |  |  |  |  |  |
| 12 | Reports of 2 UNICEF supported FLN programmes   1. English language teaching programme in government schools in Karnataka 2. System strengthening efforts in Rajasthan through home-based learning programme   (Including 2 trips of 3 days each) | 28 February 2024 | 2 trips of 3 days each |  |  |  |  |  |
| 13 | Reports based on documentation of 2 state programmes   * To be determined based on discussion with state colleagues   (Including 2 trips of 3 days each) | 25 March 2024 | 2 trips of 3 days each |  |  |  |  |  |
| 14 | Four background notes shared for national workshops on FLN in collaboration with MoE | 30 April 2024 |  |  |  |  |  |  |
| 15 | Finalize background note on longitudinal study of classrooms in collaboration with World Bank | 14 May 2024 |  |  |  |  |  |  |
| 16 | Develop and present framework of classroom observation study to states. | 14 June 2024 |  |  |  |  |  |  |
| 17 | Submit draft guidance note on partnerships including leveraging funding for education of children in India  Submit note on UNICEF engagement and support for G 20 Education Working Group under India presidency | 29 May 2024 |  |  |  |  |  |  |
|  | **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 = 4 trips by air**  **b. Number of total travel days for all trips = 12**  **c. States/Districts where travel is required = 4 states out of the 14 programming states of UNICEF e.g : Karnataka, Rajasthan** | | | | |
| **S. No.** | **Description** | **Unit** | **Unit cost (INR)** | **Total Cost (INR)** |
| 1. | Air ticket cost (Return Trip) including airport transfers | 7 trips | \_\_\_ per trip |  |
| 2. | Per Diem (food and accommodation cost) | 21days | \_\_\_\_ per day |  |
| 3. | Other expenses, if applicable |  |  |  |
|  | **Total Travel Costs = INR** | | |  |

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

**Notes to financial offer:**

1. *Payment will 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 by 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.*
5. *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 and may be required to visit the office based on need.*

**PAYMENT TERMS:** Net 30 days

**Name of the Candidate:**

**Signature of the Candidate:**

**Address:**

**Contact no.:**

**Email address:**

**Date:**