**TEMPLATE FOR FINANCIAL PROPOSAL**

**INDIVIDUAL CONSULTANT FOR Female Labour Force Participation & Social Security**

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **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 | A detailed document capturing plan of action with activities, timelines and outcomes | 25th December 2024 | NA |  |  |  |  |  |
| 2 | A detailed communication and outreach plan aligned with the scheme guidelines and shared priorities for the government and YuWaah | 25th January 2025 | NA |  |  |  |  |  |
| 3 | Final Report of awareness sessions with the outcomes and impact | 1st March, 2025 | NA |  |  |  |  |  |
| 4 | Strategy note on communication and outreach plan for female labor force participation.  Final taskforce document with inputs for the taskforce . | 20th March, 2025  20th March, 2025 | NA |  |  |  |  |  |
| 5 | Final report on the completion of the Step Up – Bano Job Ready program with 300 Young Professionals including details such as number of participants, number of jobs appllied, feedback about training and atleast 5 case studies  SOP document for the Young Professionals to implement the training as their KPI | 15th April, 2025 | 1 trip of 2 days |  |  |  |  |  |
| 6 | A 7-10 document with recommendations for MoLE’ taskforce on emerging jobs and the future of work | 2nd May, 2025 | NA |  |  |  |  |  |
| 7 | A note and deck for scaling up YuWaah initiatives with MoLE with plan to embed them as sub schemes | 10th June, 2025 | NA |  |  |  |  |  |
| 8 | Final Report on completion of integration, with the details and outcomes | 10th July, 2025 | NA |  |  |  |  |  |
| 9 | Coordination and Implementation support to MoLE to organise workshop or a consultation connecting young people to economic opportunities, sharing of best practices and capture voices of adolescent and youth  on programs and schemes implemented  by the ministry | 15th August, 2025 | 1 trip of 2 days |  |  |  |  |  |
| 10 | Supporting YuWaah’s working group on enhancing female labour force employment in India, with drafting the minutes and action items | 10th October, 2025 | NA |  |  |  |  |  |
| 11 | Identify central ministries and relevant schemes for inter-ministerial convergence on enhancing economic opportunities for young women along with MoLE | 30th November, 2025 | 1 trip of 2 days |  |  |  |  |  |
|  | **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 = \_\_3\_\_\_\_\_\_**  **b. Number of total travel days for all trips = \_\_\_\_\_6\_\_\_\_\_\_**  **c. States/Districts where travel is required = Punjab, Jharkhand, Rajasthan** | | | | |
| **S. No.** | **Description** | **Unit** | **Unit cost (INR)** | **Total Cost (INR)** |
| 1. | Air ticket cost (Return Trip) including transfers | 3 trips | \_\_\_ per trip |  |
| 2. | Per Diem (food and accommodation cost applicable for all travel) | 6 days | \_\_\_\_ per day |  |
| 3. | Other expenses, if applicable |  | \_\_\_\_ per day |  |
|  | **\*Total Travel Costs = 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

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

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**PAYMENT TERMS:** Net 30 days

**Name of the Candidate:**

**Signature of the Candidate:**

**Address:**

**Contact no.:**

**Email address:**

**Date:**