**FINANCIAL PROPOSAL**

**Individual Contractor for Capacity Building, Skill Development, Knowledge Management, and Social Behaviour Change for Urban Sanitation (Full time)**

**PART A. PROFESSIONAL FEE**

|  |  |  |
| --- | --- | --- |
| **Deliverable/s**  | **UNICEF Estimate**  | **All-inclusive monthly professional fee** **(INR)**    |
| **Estimated deadline for completion of deliverable (days/months)**  | **Estimated travel required for completion of deliverable**  |
| 11 Monthly Progress Reports and 1 Final ReportOther specific deliverables for this assignment are:* SBC campaigns supported
* TNA supported
* KM framework developed and implementation supported
* Coordination of urban sanitation stakeholders supported
* Monitoring and quality assurance for CB/SD/SBC supported
 |  Monthly report will be requested | 5 trips, 5 days each (25 days total) | INR\_\_\_\_\_\_\_\_\_\_\_\_ per Month |
|  **Total Professional Fee (A) for 11.5 Months = INR**   |  **INR \_\_\_\_\_\_\_\_\_\_\_\_\_\_** |

**PART B. TRAVEL COSTS**

|  |
| --- |
| **Estimated Travel details for this consultancy:**  **a. Number of trips =** 5**b. Number of days per trip =**5**c. States/Districts where travel is required =**   |
| **S. No.**  | **Description**  | **Unit**  | **Unit cost (INR)**  | **Total Cost (INR)**  |
| 1.  | Air ticket cost (Return Trip)  | 5 trips  | \_\_\_ per return ticket  |   |
| 2.  | Per Diem (days per trip x no. of trips)  | 25 days  | \_\_\_\_ per day  |   |
| 3.   | Transfer to/from airport  | 20 transfers  | \_\_\_ per transfer  |   |
| 4.  | Any other expenses (travel to districts, etc.)  |   |   |   |
|   |  **Total Travel Costs (B) = INR**   |   |
|   |  **TOTAL COST OF CONSULTANCY (A+B)**   |   |

*Shaded areas to be filled in by Candidate*

**Notes to financial offer:**

*(i) Travel costs would be reimbursed as and when an actual trip happens as agreed with the contract supervisor.*

*(ii) Air travel should be by economy class using the most direct route. The cost will be paid based on the rates quoted in the financial proposal.*

(iii) *Per diem will be paid based on actual number of days travelled. Per diem is towards boarding, lodging and incidentals.*

*(iv) No other fee would be paid or reimbursed other than the fee indicated in the financial proposal.*

*(v) Please do not quote any lump sum costs but provide detailed breakdown of all costs.*

*(vi) The consultant/contractor will work on his/her own computer(s) and use his/her own office resources and materials in the execution of this assignment, including personal email address(es) and mobile/smart phones.*

**PAYMENT TERMS: 30 days net**

**Name of the Candidate:**

**Signature of the Candidate:**

**Address:**

**Contact no.:**

**Email address:**

**Date:**