**FINANCIAL PROPOSAL**

**Individual Consultant for the development of a multi-stakeholder nutrition emergency preparedness and response handbook (Nutrition in Emergencies)**

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **S. No.** | **Deliverables** | **Deadline for completion of deliverable** | **Details of Travel Required** | **Professional Fee (Daily)****(INR/USD)** | **Input Days** | **Total Professional Fee (INR/USD)** | **Total Travel Cost (INR/USD)** | **Total Amount (All Inclusive Fee (INR/USD)** |
| ***(A)*** | ***(B)*** | ***(C)*** | ***(D)*** | ***(E)*** | ***(F)*** | ***(G =E x F)*** | ***(H)*** | ***(I = G + H)*** |
| 1. | Submission of comprehensive review report of the existing multi-sector coordination handbook for the food and nutrition security (FNS) sector | By the end of week-1 | No travel |  |  |  |  |  |
| 2. | Submission of a Table of Contents (ToC) for the revised handbook, outlining the structure, sections, and chapters to ensure clarity, coherence, and alignment with the objectives | By the end of week-2 | No travel |  |  |  |  |  |
| 3. | Submission of zero draft nutrition emergency preparedness and response handbook, incorporating all key areas identified in the objectives section and aligning with UNICEF Core Commitment for Children in Humanitarian Action, Global SPHERE and Global Nutrition Cluster guidance | By the end of week-5 | No travel |  |  |  |  |  |
| 4. | 2 to 3 virtual peer review meetings (depending on the audience and availability) and submission of the minutes of the meetings | By the end of week-8 | No travel |  |  |  |  |  |
| 5. | Submission of draft 1 handbook based on feedback received during peer review process | By the end of week-10 | No travel |  |  |  |  |  |
| 6. | Submission of final report | By the end of week-16 | No travel |  |  |  |  |  |
|  | **TOTAL (INR/USD)** |  |  |  |

***Note: National consultants will quote fee in INR and international consultants in USD.***

**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.*

**PAYMENT TERMS:** Net 30 days

**Name of the Candidate:**

**Signature of the Candidate:**

**Address:**

**Contact no.:**

**Email address:**

**Date:**