**FINANCIAL PROPOSAL**

**Individual Contractor to support UNICEF technical assistance to**

**the Government of India’s Swachh Bharat Mission (G) Phase 2 (Full-time)**

**PART A. PROFESSIONAL FEE**

|  |  |  |  |
| --- | --- | --- | --- |
| **Deliverable/s** | **UNICEF Estimate** | | **All-inclusive monthly professional fee**  **(INR)**  ***(To be quoted by the candidate)*** |
| **Estimated deadline for completion of deliverable (days/months)** | **Estimated travel required for completion of deliverable** |
| 1. Survey Analysis report and Advocacy note of Surveys analysed 2. Capacity Building and dashboard review report 3. UNICEF ODF+ + intervention report for the month 4. Summary report on the progress of the LHI campaign 5. Summary Note of Sanitation Studies and assessments 6. HWWS event reports; learning note 7. UNICEF Domestos and UNICEF Lixil project monthly progress note and presentation 8. Quarterly Report on accessible sanitation 9. WASH engagement with MoPR and NIRDPR progress note 10. Coordination meeting/s enragement report | In view of the nature of the work, other tasks will have to be done throughout the period of engagement for which progress will be reported through Monthly and Quarterly reports.  Payment will be made on a monthly basis against a monthly progress report, including the above requirements, highlighting key activities and achievements under this assignment | Total 12 trips = 36 days | **INR\_\_\_\_\_\_\_\_\_\_ per month** |
| **Total Professional Fee (A) for 11.5 months** | | | **INR\_\_\_\_\_\_\_\_\_\_\_\_\_\_** |

**PART B. TRAVEL COSTS**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Estimated Travel details for this consultancy:**  **a. Number of trips = 12**  **b. Number of days per trip = 3**  **c. States/Districts where travel is required = States in India as per requirement** | | | | |
| **S. No.** | **Description** | **Unit** | **Unit cost (INR)** | **Total Cost (INR)** |
| 1. | Air ticket cost (Return Trip) | 12 trips | \_\_\_ per trip |  |
| 2. | Per Diem (days per trip x no. of trips) | 36 days | \_\_\_\_ per day |  |
| 3. | Transfer to/from airport | 48 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:**