

7. Section 5: Financial Proposal Submission Forms

FIN 1: Covering Letter

(on Bidder's letterhead)

[Bhubaneswar, Date]

To

The Additional Secretary to Government, POSHAN Abhiyaan

Women & Child Development Department,

Lokseva Bhavan, Government of Odisha, PIN-751001

Subject: **SELECTION OF AGENCY FOR OUTSOURCING OF SERVICES UNDER POSHAN ABHIYAAN IN ODISHA**

[FINANCIAL PROPOSAL]

Dear Sir,

I, the undersigned, offer to provide outsourced services under POSHAN Abhiyaan in Odisha in accordance with your Request for Proposal No. __, Dated: __. Our attached Financial Proposal is for the sum of ***[Insert amount(s) in words and figures]***.

The above quoted amount is inclusive of the taxes applicable as per GST Act. I do hereby undertake that, in the event of acceptance of our bid, the services shall be provided in respect to the terms and conditions as stipulated in the RFP document.

Our financial proposal shall be binding upon us subject to the modifications resulting from contract negotiations, up to expiration of the validity period of the proposal of **120 days**. I have carefully read and understood the terms and conditions of the RFP and do hereby undertake to provide the service accordingly.

I understand that you are not bound to accept any proposal you receive. I remain, yours faithfully,

Authorized Signatory *[In full and initials]*

Name and Designation of Signatory with Date and Seal:

Address of the Bidder:

**Amount must match with the one indicated in Fin-2.*

FIN 2: Summary of Financial Proposal has been attached in Annexure 1.

(on Bidder's letterhead)

SUMMARY OF FINANCIAL PROPOSAL						
Name of the assignment			Selection of an agency for outsourcing of services under POSHAN Abhiyaan in Odisha			
Fee particulars			Amount in INR			
A	Remuneration of Professionals & Support Staff					
Sl.	Description of manpower	Qty	Unit rate (Fixed)	Total	Yearly Expenditure	3 Years Expenditure
A1	State Consultant Planning, Monitoring and Evaluation	1	60000	60000	720000	2160000
A2	State Consultant Health & Nutrition	1	60000	60000	720000	2160000
A3	State Consultant Capacity Building & BCC	1	60000	60000	720000	2160000
A4	Accountant	1	30000	30000	360000	1080000
A5	Project Associate	2	25000	50000	600000	1800000
A6	Secretarial Assistant/DEO	2	15000	30000	360000	1080000
A7	Office Messenger /Peon	2	12600	25200	302400	907200
A8	District Coordinator	30	30000	900000	10800000	32400000
A9	District Project Assistant	30	18000	540000	6480000	19440000
A10	Block Coordinator	338	20000	6760000	81120000	243360000
B	Sub Total	408		8515200	102182400	306547200
C	Service Charges on Total Remuneration					
D	GST (18%) on (B+C)					
E	Total(INR) (B + C + D)					
	In words (for E)					

Instructions:

- Bidders shall submit the financial proposal as per the prescribed format given above in both figures and words and signed by the Bidder's Authorized Representative. In the event of any difference between figures and words, the amount indicated in words shall prevail.
- Statutory deductions will be as per the Government norms and is subject to change from time to time. Service Charges proposed for the assignment shall remain fixed till completion of the contract.

- Service Charges are to be submitted in terms of 'Rupees' only, anything mentioned in 'Paisa' will not be considered.
- Salary of manpower shall be fixed & any less payment cannot be accepted.
- The Financial Bid will be evaluated based on Service charges proposed.
- Unreasonable bids as per Rule 264(IV) of OGFR would not be considered.
- N.B. The remuneration of the personnel and other logistic support etc. will be made as per the Govt norms. The consolidated remuneration for office messenger/peon will be fixed as per the GA & PG Department, Govt. of Odisha Letter No 7982 dated 07.03.2024.

Authorized Signatory [In full and initial]:

Name and Designation with Date & Seal: