

Form Fin-2(revised)

BREAKUP OF FINANCIAL PROPOSAL

(On Applicant's letter head)

[Location, Date]

FROM: [Name of Consultant]

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To

The Chief Executive Officer
 Naya Raipur Development Authority,
 Utility Block, Near, Capital Complex, Sector-19,
 Naya Raipur 492 002, Chhattisgarh

Sub: Selection of Consultant for Project Support Services for Architecture and Urban Planning Projects in Naya Raipur”

Dear Sir,

We attach the breakup of the Financial Proposal as follows:

Sl. No.	Expenditure Heads	Unit	Billing rate per month (INR)		Amount INR
			4	5	
1	2	3	4	5	6
A	Cost to company for personnel (including all expenses such as Back office support, Communication, Over heads, Profit, Out of pocket Expenses, Local travel, hardware software etc)		In figures	In words	Col 3*4
1.	Team Leader cum Senior Executive .	1 no			
2.	Transport Planner	1 no			
3.	Sr. Urban Planner	1 no.			
4.	Jr. Urban Planner	2 nos			
4.	Architect and Urban Designer	1 no.			
5.	GIS expert	1 no			
7.	Office Assistant	1 nos.			
8	Cost of Man two days for Project Manager including Travel, boarding and lodging expenses for Project Manager	1			

Sl. No.	Expenditure Heads	Unit	Billing rate per month (INR)		Amount INR
1	2	3	4	5	6
A	Subtotal A (sum of 1 to 8)				
B	Add lump sum 15% over Heads for office and other expenses				
H	Total Monthly Fee (Sum of A + B) excluding service tax				

Total Monthly Fee excluding service tax

Rs. _____ only [Indian Rupees _____ only (in words)]

1. We confirm that the rate quoted above are inclusive of all applicable taxes, cess and levies except service tax and also inclusive of all office and other expenses which may be incurred by the firm and personnel towards office equipments and automation, hardware, software, consumables etc, documentation, travel, transportation , guest house accommodations etc and head office overheads. ("Office and other Expenses")
 2. We understand that the service tax shall be paid by NRDA separately at the applicable rates.
 3. We understand that the fees shall be computed and paid subject to the conditions of service Agreement, by NRDA on the basis of actual no of personnel deployed and time spent by the personnel in performance of the services at the Billing rates approved by NRDA after adding a lump sum amount of 15% and deducting taxes at source as per applicable law In case of difference in amount quoted in figures and words, the lower value would be considered for evaluation.
1. NRDA reserves right to increase or decrees the number of personnel with mutual agreement and the payment will be made in proportion of the persons deployed.

We understand and acknowledge that the above parts of the scope are completely independent from each other and severable.

Yours sincerely,

Authorized Signature:

Name and Title of Signatory:

Name of Firm:

Seal of Firm:

Address