

FORM FIN-1
FINANCIAL PROPOSAL SUBMISSION FORM

[Location, Date]

To:
Chief Executive Officer (CEO)
Dehradun Smart City Limited
Mussoorie Dehradun Development Authority Office
Transport Nagar, Saharanpur road,
Near ISBT, Dehradun, Uttarakhand- 248001

Dear Sir,

We, the undersigned, offer to provide the consulting Assignment/job for *[Insert title of Assignment/job]* in accordance with your Request for Proposal dated *[Insert Date]* and our Technical Proposal. Our attached Financial Proposal is for the sum of *[Insert amount(s) in words and figures]*¹. This amount is inclusive of all the taxes, except Goods and Service Tax (GST). We hereby confirm that the financial proposal is unconditional, and we acknowledge that any condition attached to financial proposal shall result in reject of our financial proposal.

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, i.e. before the date indicated in the Part II Data Sheet.

We understand you are not bound to accept any Proposal you receive.

Yours sincerely,

Authorized Signature *[In full and initials]*:

Name and Title of Signatory:

Name of Firm:

Address:

¹Sub Total (A) as per Form FIN 2

Note: In case of any discrepancy found between quoted amount in numeral and words then the amount mentioned in words shall prevails.

FORM FIN-2

SUMMARY OF COSTS

Particulars	Amount in Rupees
A. Competitive Components	
'Time Based (Task 1&3)'	
(A .1) Remuneration (Please note that amount shall be the same as in Form FIN-3A)	X 1
(A. 2) Reimbursable (Please note that amount shall be the same as in Form FIN-4A)	X 2
Total Cost of 'Time Based' [I]	X = X1 + X 2
'Lump Sum (Task 2)'	
(B.1) Remuneration (Please note that amount shall be the same as in Form FIN-3B)	Y 1
(B.2) Reimbursable (Please note that amount shall be the same as in Form FIN-4B)	Y 2
Total Cost of 'Lump Sum' [II]	Y = Y1 + Y2
Sub Total (A)¹= [I +II]	X + Y
B. Non-Competitive Components	
Provisional Sum (Please note that amount shall be the same as in Form FIN-5)	50,00,000
Contingency (Please note that amount shall be the same as in Form FIN-5)	20,00,000
Sub Total (B)	70,00,000
Total Cost of Financial Proposal (A+B)	
Goods& Service Tax (GST)@_____	
GRAND TOTAL (Excluding GST)	

Authorized Signature

Name:

Designation

Name of firm:

Address:

¹The Evaluation of Proposal shall be done on Competitive Components only

FORM FIN-3A (TIME BASED –TASK 1&3)
BREAKDOWN OF REMUNERATION
(PROFESSIONAL STAFF AND SUPPORT STAFF)

(For details please refer to Note below)

S.No.	Name of Staff	Position	Person Month Rates (A) in Rupees	Proposed Person Months (B)	Total Amount in Rupees.* (A)*(B)
	Key professionals * ¹				
1					
2					
3					
4					
	Support Staff * ²				
1					
2					
3					
	Total				

*- Mention the currency in which the prices are quoted if it is permitted to do so under RFP.

*1 Key Professionals are to be indicated by name

*2 Support Staff is to be indicated per category (e.g: Draftsman, Assistant etc.)

Total Remuneration = _____ Amount in Rupees

(Amount in Words):

Note:

- 1 Professional Staff should be indicated individually; Support Staff should be indicated per category (e.g.: draftsmen, Assistants etc.). Cost of Secretarial services, if any, will be indicated in form Fin-5.
- 2 Positions of Professional Staff shall coincide with the ones indicated in Form TECH-5 & 7.
- 3 Indicate separately staff-month rate for each activity separately.

FORM FIN-3B (LUMP SUM –TASK 2)
BREAKDOWN OF REMUNERATION
(PROFESSIONAL STAFF AND SUPPORT STAFF)

(For details please refer to Note below)

When used for ‘Lump-Sum’ contract assignment, information to be provided in this Form shall only be used to demonstrate the basis for the calculation of the Contract’s ceiling amount; to calculate applicable taxes at contract negotiations; and, if needed, to establish payments to the Consultant for possible additional services requested by the Employer. This Form shall not be used as a basis for payments under ‘Lump-Sum’.

S.No.	Name of Staff	Position	Person Month Rates (A) in Rupees	Proposed Person Months (B)	Total Amount in Rupees.* (A)*(B)
	Key professionals * ¹				
1					
2					
3					
4					
	Support Staff * ²				
1					
2					
3					
	Total				

*- Mention the currency in which the prices are quoted if it is permitted to do so under RFP.

*1 Key Professionals are to be indicated by name

*2 Support Staff is to be indicated per category (e.g: Draftsman, Assistant etc.)

Total Remuneration = _____ Amount in Rupees

(Amount in Words):

Note:

- 1 Professional Staff should be indicated individually; Support Staff should be indicated per category (e.g.: draftsmen, Assistants etc.). Cost of Secretarial services, if any, will be indicated in form Fin-5.
- 2 Positions of Professional Staff shall coincide with the ones indicated in Form TECH-5 & 7.
- 3 Indicate separately staff-month rate for each activity separately.

FORM FIN-4A (TIME BASED-TASK 1&3)
BREAKDOWN OF REIMBURSABLE EXPENSES

No	Description	Unit	Quantity	Unit Price In Rupees	Total Amount in Rupees
1.	Per diem allowance, including hotel allowance, for experts for every day of absence from the home office for the purposes of the Services	Per day			
2.	Cost of office operation, including overheads and back-stop support	Per Month			
2.	Local Transportation	Vehicle Month			
4.	Communication Costs to all personnel and Office	Per Month			
5.	Cost of Reports Production (including printing) and delivering to the Employer at project Cities and Central office	Per Month			
Sub Total: Reimbursable Expenses carried to FIN 2					

***Total Reimbursable: = _____ Total amount in Rupees.**

Amount in words:

FORM FIN-4B (LUMP SUM-TASK 2)
BREAKDOWN OF REIMBURSABLE EXPENSES

When used for 'Lump Sum' contract assignment, information to be provided in this Form shall only be used to demonstrate the basis for calculation of the Contract ceiling amount, to calculate applicable taxes at contract negotiations and, if needed, to establish payments to the Consultant for possible additional services requested by the Employer. This form shall not be used as a basis for payments under 'Lump Sum'

No	Description	Unit	Quantity	Unit Price In Rupees	Total Amount in Rupees
1.	Per diem allowance, including hotel allowance, for experts for every day of absence from the home office for the purposes of the Services	Per day			
2.	Cost of office operation, including overheads and back-stop support	Per Month			
3.	Local Transportation	Vehicle Month			
4.	Communication Costs to all personnel and Office	Per Month			
5.	Cost of Reports Production (including printing) and delivering to the Employer at project Cities and Central office	Per Month			
Sub Total: Reimbursable Expenses carried to FIN 2					

***Total Reimbursable: = _____ Total amount in Rupees.**

Amount in words:

FORM FIN-5

PROVISIONAL SUMS					
I	Office Equipment	LS			
Ii	Survey, Tests, Investigation and Reports etc	LS			
iii	Workshops and Seminar	LS			
iv	Inter-City/Intra-City Travel	LS			
Sub Total: Provisional Sums					50,00,000
Contingency (in INR)					20,00,000
Total of provisional sum + contingency					70,00,000

Total provisional sum + contingency = _____ Total amount in Rupees.

Amount in words: