



**Government of Pakistan
Ministry of National Health Services Regulations & Coordination**

**GoP FUNDED PROJECTS IN AFGHANISTAN
FOR SUPPLY, INSTALLATION, TESTING AND COMMISSIONING OF
MEDICAL EQUIPMENT, INSTRUMENT AND HOSPITAL FURNITURE
AT**

200 Bedded Jinnah Hospital – Kabul
100 Bedded Naeb Aminullah Khan Logari Hospital – Logar
60 Bedded Nishtar Kidney Center – Jalalabad

EXPRESSION OF INTEREST (EOI)

FOR THIRD PARTY VALIDATION (TPV)

MAY, 2019

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SECTION – I
INVITATION FOR BIDS (IFB)

SECTION – I : INVITATION FOR BIDS (IFB)
INVITATION FOR EXPRESSION OF INTEREST (EOI) FOR HIRING SERVICES OF
PEC APPROVED CONSULTING FIRM
FOR
THIRD PARTY VALIDATION (TPV)
GoP FUNDED PROJECTS IN AFGHANISTAN
FOR SUPPLY, INSTALLATION, TESTING AND COMMISSIONING OF MEDICAL EQUIPMENT,
INSTRUMENT AND HOSPITAL FURNITURE AT

200 Bedded Jinnah Hospital – Kabul
100 Bedded Naeb Aminullah Khan Logari Hospital – Logar
60 Bedded Nishtar Kidney Center – Jalalabad

AT

National Engineering Services Pakistan (Pvt.) Ltd - Islamabad

National Engineering Services Pakistan (Pvt.) Ltd - Islamabad intends to hire the Services of experienced Consulting Firms having experience in Hospitals, Medical Facilities and Laboratories for Third Party Validation of GoP funded Projects in Afghanistan.

Specialized Consulting Firms, registered with the regulatory authorities of Government of Pakistan (PEC, FBR), are invited.

Interested Consulting Firms will be selected for the aforesaid services under single stage two envelop Bidding procedures. Evaluation of the Bids will be carried out as per the criteria given in the EOI.

Sealed Technical & Financial Bids must be submitted at the address given below on 2019 , at hours. The Technical Bid shall be opened on the same day at hours in the presence of bidders (or their representative) who may choose to attend. The Bids submitted after the deadline or delivered at the wrong address shall be rejected.

National Engineering Services Pakistan (Pvt.) Ltd reserves the right to accept or reject all Bids at any time without justification of grounds, as per PPRA rules.

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Email: info@nespak.com.pk

SECTION – II
TERMS OF REFERENCE

SECTION – II: TERMS OF REFERENCE (TOR)

A. GENERAL

1. Introduction

National Engineering Services (Pakistan) Pvt. Ltd, allocated funds to carry out Third Party Validation (TPV) of three (03) on-going GoP funded Projects in Afghanistan for supply, installation, testing and commissioning of Medical Equipment, Instruments and Hospital Furniture and it is intended that part of this fund will be applied to eligible payments under the Contract for which these Terms of Reference are issued.

2. Objectives:

National Engineering Services (Pakistan) Pvt. Ltd, (**hereinafter called “the Employer”**) wishes to receive bids to hire eligible Consulting Firms which are willing to assume the detailed Third Party Validation work for the following scope of work against LOT wise procurement of Medical Equipment, Instruments and Hospital Furniture of three (03) GoP funded Projects in Afghanistan. During TPV, the implementation and effectiveness process will be evaluated in addition to various others technical enhancement tasks included in the project. The objectives of this TOR are as under;

- i. Comprehensive Third Party Validation of the Project data.
- ii. Validation of the executed work of procurement and awarded contracts.
- iii. To check compliance with the quality criteria set forth in the documents.
- iv. Assessment of the delivery of Medical Equipment, Instruments and Hospital Furniture as per Schedule of Bid.
- v. Assessment of the qualities of Medical Equipment, Instruments and Hospital Furniture contained in the Schedule of Bids, as per Technical Specifications.
- vi. Installation and Key functionality of the Equipment, Instruments and Furniture.
- vii. Validation of complete bidding procedure, Technical/Financial evaluations process and award of Contracts.

3. Scope of Work

The scope of Third Party Validation (TPV) includes the following:

- i. Physical inspection of Medical, Equipments, Instruments and Furniture at relevant hospitals in Afghanistan.
- ii. Equipment, Instruments, Furniture etc. delivered at site, their quantities and quality as per Technical Specifications and BoQ.
- iii. Overall current status of equipment procured, supply, installation and commissioning.
- iv. Whether the project is behind the schedule or ahead of schedule?
- v. The Third Party Consultant will ensure that the Project has been completed as per technical requirements, quality parameters as laid down in Technical Specifications and subsequent approvals by technical committees of Ministry of National Health Services, Regulations & Co-ordination (NHSR&C), Islamabad.

- vi. To check the compliance of project with contractual requirements.
- vii. Whether the project is over budget or under budget? What is the magnitude of positive or negative deviation?
- viii. Recommend corrective measures to achieve the purpose of work.

Detail of LOT wise procurement are as under;

S. No.	Name of Hospital	Quantity of Lots (Nos.)
1.	60 Bed Nishtar Kidney Center, Jalalabad.	18
2.	200 Bed Jinnah Hospital, Kabul.	21
3.	100 Bed Naeb Aminullah Khan Logari Hospital.	23
Total Lots		62

4. Method of Procurement

The method of procurement of this bidding, as per PPRA rule, will be SINGLE STAGE – TWO ENVELOPE PROCEDURE. (Bid should be submitted in a single package containing two separate envelopes and each envelope shall contain separately the Technical Bid and the Financial Bid). Envelops should be marked as “**TECHNICAL BID**” and “**FINANCIAL BID**” in bold and legible /readable letters. The rates should be quoted in Pak Rupees (PKR). International bidders may quote their bid in foreign currency freely converted into Pak Rupees (PKR) for the purpose of evaluation. The source of exchange rate shall be the foreign currency Selling Exchange Rate. The date of exchange rate shall be the same date of the Bid opening)

The Bidder has to quote Lump Sum TPV fees as per scope of the EOI. Any bid covering partial scope of work will be rejected as non-responsive.

5. Eligible Bidders

This invitation for Bids is open to all reputable Consultants either national or international establishments, having vast experience in the field of designing and planning of Hospitals including the selection of Biomedical Services and Equipment under similar conditions. Eligible bidders will be assessed on the level of compliance based upon the qualification criteria indicated as under, which relates to their status, experience in similar projects, strength of personnel and other relevant information as specified in the subsequent Clauses.

5.1 Technical Assessment for Qualification of Firms

- a. The bidder must be registered with Pakistan Engineering Council (PEC), Federal Board of Revenue of Pakistan (FBR) and Services Sales Tax (SST). Documentary evidence shall be provided for the same.
- b. Undertaking by the firm on a legal format and judicial paper worth of Rs.100 that it/they have neither been blacklisted by any Government or Semi Government Agency/Authority of Pakistan nor is under any litigation history.

- c. The bidding firm must be Tax payers and never have been declared defaulter by the tax department.

5.2 Personnel Strength Assessment for the Qualification of Firms

- a. All bidders shall provide information about their organizational structure as per Form – 7, Section III. They shall also furnish resume of their key personnel whose role and function are directly relevant to the project as per Form – 5, Section III.
- b. The organization structure and the details about key personnel, and/ or the Local Representative, where applicable, shall also be provided.
- c. All bidders shall demonstrate and prove , to the satisfaction of the Employer (by means of a Letter of Declaration duly signed by the authorized signatory), their ability to execute and complete the project on their own without subcontracting out all or part of the project works. The bidder shall not sub-contract, in whole or in part, its scope of works under the Contract, except with the Employer's prior written consent.
- d. The Bidder shall not assign, in whole or in part, its obligations to perform under the Contract, except with the Employer's prior written consent.

B. BIDDING DOCUMENTS

6. Clarification of Bidding Documents

Any prospective bidder requiring any clarification(s) in respect of the Bidding Documents may notify the Employer in writing at the below mentioned address:

- a) **The Employer:**
Project Manager / Chief Engineer
NESPAK
NESPAK House, Sector G-5/2,
Islamabad
Tel: 051-9221910-13
Fax: 051-9221914

C. PREPARATION OF BID

7. Language of Bid

The bid and all correspondence and documents related to the bid exchanged by the bidder and the Employer shall be in English.

8. Documents Accompanying the Bid

Documents to be submitted with the Technical Bid are as under;

8.1 The “**Technical bid**”, prepared by the bidders shall comprise the following components:

- a) Covering Letter
- b) Each page/paper of Technical Bid, duly signed and stamped by the bidder and all relevant documents in accordance to the all Clauses
- c) Power of Attorney to sign the bid
- d) Original receipt of purchase of EOI and original EOI duly stamped and signed
- e) Firm's Certificates i.e. License from Pakistan Engineering Council, Income Tax and GST/SST.
- f) Undertaking that firm has never been blacklisted nor is under any litigation history.
- g) Detailed Staff's CV with attested copies of their degree
- h) Letters from customers for satisfactory performance
- i) Bank Certificates, Bank Statement and relevant documents related to the Financial Audit Reports strength of Firm
- j) Company Profile and copies of letter of awards
- k) All Prescribed Forms duly filled in, signed and stamped

8.2 The **"Financial Bid"** prepared by the bidder shall comprise the following.

- a. Financial Proposal completed in accordance with Form-8, Section-III.
- b. The Financial Bid/Proposal, Form - 8 Section III, should include all costs associated with the Assignment. These normally cover remuneration for staff in the field and at headquarters, housing, transportation for mobilization and demobilization, services and equipment (vehicles, office equipment, furniture and supplies), travel expenses, Visa fee, printing of documents, surveys and investigations etc. Financial Bid should be prepared using the formats attached in this EOI.

8.3 Over writing, cutting, erasing in Bidding Document shall be valid only if duly signed and stamped by the authorized person

8.4 The disclosure of firm's quoted price at the time of opening of Technical Bids / Offer will result into rejection of the bid / offer.

9 Forms of Bid (To be submitted with the Bids)

Bidders shall provide the following and any additional information, using the formats of the following forms attached in this EOI.

Form-1 Firm's reference of services carried out in the last ten (10) years

Form-2 List of projects presently being undertaken by the Firm and expertise-wise total number of staff deployed on the projects being presently undertaken.

- Form- 3 Firm's understanding of the objectives of the Project, its approach towards the assignment and a description of methodology that the Firm proposes to perform on the activities and completion of the assignment.
- Form- 4 Any comment or suggestions by the bidder on the scope of services.
- Form- 5 CV's recently signed by the proposed key professional staff and an authorized person. Key information should include number of years with the firm, and degree of responsibility held in various assignments especially during the last ten (10) years.
- Form- 6 Schedule for completion, compilation and submission of various types of reports.
- Form- 7 Brief description of the Firm's organization and an outline of recent experience on assignments of a similar nature. For each assignment the outline should indicate, inter alia, the profiles of the staff provided, duration, contract amount and firm's involvement.
- Form- 8 Financial Proposal/Bid.

10 Validity of Bids

- a. Bids shall remain valid for **Ninety (90)** calendar days after the date of opening of the technical bid.
- b. In exceptional circumstances, prior to expiry of original bid validity period, the Employer may request the bidders to extend the period of validity for a specified additional period which shall in no case be more than the original bid validity period. The request and the responses thereto shall be made in writing. A bidder may refuse the request without forfeiture of Bid Security. A bidder agreeing to the request will not be required or permitted to modify his bid.

11 Format and Signing of Bid

- a. Bidders are particularly directed that the amount entered on the Form of Financial Proposal/Bid shall be for performing the Contract strictly in accordance with the Bidding Documents.
- b. All Forms/Schedules to Bid are to be properly completed and signed.
- c. No alteration is to be made in the respective Forms/Schedules thereto except in filling up the blanks as directed. If any alteration be made or if these instructions be not fully complied with, the bid may be rejected.
- d. All the copies of the bid shall be typed or written in indelible ink and shall be signed by a person or persons duly authorized to sign. This shall be indicated by submitting a written Power of Attorney authorizing the signatory of the bidder to act for and on behalf of the bidder. All pages of the bid shall be initialed and stamped by the person or persons signing the bid.

- e. The bid shall contain no alterations, omissions or additions, except to comply with instructions issued by the Employer, or as are necessary to correct errors made by the bidder, in which case such corrections shall be initialed and stamped by the person or persons signing the bid.
- f. Bidders shall indicate in the space provided in the respective Forms of Bid their full and proper addresses at which notices may be legally served on them and to which all correspondence in connection with their bids and the Contract is to be sent.
- g. Bidders should retain a copy of the Bidding Documents as their file copy.

D. SUBMISSION OF BIDS

12 Sealing and Marking of Bids

12.1 Each bidder shall submit his bid as under:

- a. The original Technical Bid shall be put in a separate envelope and sealed with envelope marked as **Technical Bid**.
- b. The original Financial Bid will be put in another separate envelope & sealed with the envelope marked as **Financial Bid**.
- d. Both envelopes should be put in one envelope and delivered in the name of the Employer on or before the tender submission date and time.

12.2 The inner and outer envelopes shall;

- a. be addressed to the Employer at the address given in Invitation for Bids.
- b. bear the Project name, Bid No. and Date of opening of Bid.
- c. provide a **WARNING NOT TO OPEN** before the time and date for bid opening.

12.3 The Bid shall be delivered in person or send by registered mail at the address of Employer on or before date and time of opening, in case of late delivery of bidding document due to any reason including delay by the courier company, the bid will not be accepted.

12.4 In addition to the identification required on the outer envelope, the outer envelope shall indicate the name and address of the bidder to enable the bid to be returned unopened in case it is declared "late".

12.5 If the outer envelope is not sealed and marked as above, the Employer will assume no responsibility for the misplacement or premature opening of the bid.

13 Deadline for Submission of Bids

- a. Bids must be received by the Employer at the address specified not later than the time and date stipulated in the Invitation for Bids.

- b. Bids with charges payable will not be accepted, nor will arrangements be undertaken to collect the bids from any delivery point other than that specified above. Bidders shall bear all expenses incurred in the preparation and delivery of bids.
- c. Where delivery of a bid is by mail and the bidder wishes to receive an acknowledgment of receipt of such bid, he shall make a request for such acknowledgment in a separate letter attached to but not included in the sealed bid package.
- d. Upon request, acknowledgment of receipt of bids will be provided to those making delivery in person or by messenger.
- e. Bids submitted through telegraph, telex, fax or e-mail shall not be considered.
- f. The Employer may, at his discretion, extend the deadline for submission of bids by issuing an addendum in which case all rights and obligations of the Employer and the bidders previously subject to the original deadline will thereafter be subject to the deadline as extended.

E. OPENING AND EVALUATION OF BIDS

14 Bid Opening

- 14.1 Single stage two envelope procedure shall be adopted in ranking of the technical bids/proposals. The Employer will open the bids in the presence of bidders representatives who may choose to attend at the time, date and location stipulated in Notice for Invitation for Bids. Evaluation of the Technical Bid shall be carried out first, followed by the financial evaluation of technically qualified bidders. Firms shall be ranked using technical score as indicated below to determine the successful technically evaluated bidder.

15 Bid Evaluation

- 15.1 The evaluation committee of the Employer shall carry out evaluation, considering the eligibility of firms described in Sub-Clause 5.1 and applying the evaluation criteria and point system specified in the data sheet below. Each responsive proposal shall be attributed a technical score. Firms scoring less than seventy percent (70%) points shall be rejected and their financial proposals will be returned un-opened.

S. No.	Categories for Evaluation Criteria	Points
1	Experience of the consultants related to the assignments	45
2	Qualification and competence of the key personnel proposed for the assignment	35
3	Adequacy of the proposed approach and methodology	20
Total Technical Points of the Bidder		100
Firms scoring less than 70 or 70% points shall be rejected and their financial proposals will be returned unopened		

Sub-Criteria of Category 1 (Experience of the consultants related to the assignments) i.e. similar services provided by the Consulting Firm to the Public or Private sector.

S. No	Capacity of Hospital in terms of Beds	Points of Each project	Max Points
1	Validation experience of similar Hospital's Project up-to 200 bedded during last ten (10) years	5	15
2	Designing and planning of 200 bedded hospital during last ten (10) years	10	20
3	Other than Hospital project for planning/validation worth more than 500 million PKR during last ten (10) years	5	10
Total Points			45
Employer reserves the right not to assign any marks to the project(s) where complete information of the project, proof of services provided by consultant is not provided.			

Sub-Criteria of Category 2 (Qualification and competence of the key personnel proposed for the Assignment).

S. No.	Qualification & Competence	Points of Each Engr.	Max Points
1	Bio-Medical Engineer having more than 10 years experience	5	15
2	Chartered Accountant minimum finalist	5	10
3	Masters in Project Management more than 05 years experience	5	5
4	Doctor having MBBS,FCPS or equivalent more than 10 years experience in Hospital management	5	5
Total Points			35
Detailed CVs supported by verifiable proof of employment of the proposed staff are required to be submitted.			

Sub-Criteria of Category 3

S. No.	Area	Points
1	Adequacy of the proposed Approach and Methodology in responding to the TOR's	20

16 Financial Bid / Proposal Evaluation

The financial proposals of the qualifying consulting firms on the basis of evaluation of technical proposals shall be opened in the presence of the representatives of these firms, who choose to attend. The Client shall inform the date, time and address for opening of financial proposals to the technically qualified bidders. The total amount mentioned in Financial Proposal/Bid (Form – 8 Section III) of each bidder shall be publicly announced to the attending representatives of the firms after the Purchase Committee has determined that the financial proposals are complete and without computational errors.

17 Weights assigned to the Technical & Financial Bids/Proposals

Technical Bid/Proposal	70%
Financial Bid/Proposal	Lowest Bid

F. DETERMINATION OF SUCCESSFUL EVALUATED BIDDERS AND AWARD OF CONTRACT

18 Determination of Successful Evaluated Bidder

The lowest bidder among the *technically evaluated qualified bidder(s)* scoring 70% or more will be considered as the successful evaluated bidder.

19 Award of Contract

- 18.1 The contract shall be awarded to the financially lowest quoted price bidder subject to the approval by the competent authority.
- 18.2 The selected Firm is expected to commence the assignment after the award of the contract within 30 days and achieve the milestones within the stipulated time period as mentioned by it in Form – 6 Section III submitted with the bid.

G. SCHEDULE OF PAYMENTS & TIME LINES FOR THE SCOPE OF WORK

20 Schedule of Payments

20.1 Payment to the lowest evaluated firm will be made as under;

S. No.	Activity / Milestone	% Payment
1	Mobilization advance (After signing of the Consultancy Agreement)	15%
2	Submission of TPV report for Nishtar Kidney Center Jalalabad	25%
3	Submission of TPV report for Jinnah Hospital Kabul	25%
4	Submission of TPV report for Neab Aminullah Khan Logari	25%
5	Approval of TPV reports	10%

- 20.2 The Consulting Firm will be eligible for payment, after the completion of the activity / milestone, for the performed activity / milestone, by the competent authority.
- 20.3 The Consulting Firm will be paid within 15 days from the date of the letter notifying the completion of the performed activity / milestone.

21 Time Line for the Scope of Work

- 21.1 Time line for each activity / milestone of the scope of the work will be mutually agreed between the Employer and the Consulting Firm before the signing of the contract.
- 21.2 Total calendar days will not exceed 90 (Ninety) days from the date of signing of the contract for all activities / milestones.

**SECTION – III
BIDDING FORMS**

**FORM - 1
FIRM'S REFERENCE.**

**Relevant Services Carried Out in the Last Ten(10) Years
Which Best Illustrate Qualifications**

Using in the format below, provide information on each reference assignment for which your Firm either individually as a corporate entity or as one of the major companies within a consortium, was largely contracted.

Assignment Name:		Professional Staff Provided by your firm:
Country:		No. of Staff:
Start Date	Completion Date	Approved Value of Service
Name of Senior Staff (Director/ Coordinator, Team Leader) Involved and functions performed.		
Narrative Description of Project:		
Description of Actual Services Provided by your staff:		

Authorized Signature
Name
Designation

FORM - 2
PRESENT PROJECTS AND STAFF DEPLOYMENT

I. Project in hand:

S. No.	Name of Project	Nam of Client	Location	Expected Completion Date

II. Staff Deployment:

S. No.	Field of Experts	Total No. of Permanent Staff	Staff Assigned to Above Project

Authorized Signature
Name
Designation

FORM - 3
APPROACH PAPER ON METHODOLOGY PROPOSED FOR
PERFORMING THE ASSIGNMENT

(You are suggested to present your Technical Proposal, inclusive of charts and diagrams) and divide into the following two segments.

- a) Technical Approach and Methodology**
- b) Work Plan**

Authorized Signature
Name
Designation

FORM - 4
COMMENTS/SUGGESTIONS OF CONSULTANT

S. NO.	COMMENTS/SUGGESTIONS ON "SCOPE OF WORK"

Authorized Signature
Name
Designation

FORM - 5
CURRICULUM VITA OF PROFESSIONAL STAFF

1.	Name:	
2.	Current Position in the Firm	
3.	Date of Birth:	
4.	Nationality:	
5.	Professional Expertise:	
6.	Education/ Qualification:	
7.	Membership:	
8.	Other Training / Professional Experienced:	
9.	Language:	

10.	Employment Record:
a.	
b.	
c.	
d.	

11.	Professional Experience		
a.	Name of assignment or project:		
Cost of Project:		Location:	
Date of Start:		Date of Completion:	
Consultant:		Main Project Feature	
Positions held:		Activities Performed	
Actual Time Spent on Project:			

Certificate:

I, the understand, certify that to the best of my knowledge and belief, these CV correctly describe myself, my qualifications and my experience.

Signature of Professional Staff

Signature of Authorized Person

FORM - 6
COMPLETION AND SUBMISSION OF REPORT

S. No.	Reports Name	Expected Date
1.		
2.		
3.		
4.		
5.		
6.		

Authorized Signature
Name
Designation

FORM - 7
CONSULTANT'S ORGANIZATION AND ASSOCIATION

(Provide here description of the organization of your firm and detail of your firm's association with particulars of the key personnel and office address.)

Authorized Signature
Name
Designation

FORM - 8
FINANCIAL PROPOSAL

S.No.	Description	Fixed Lump Sum Amount Rs.
	Total Amount in Figure (F) Rs.	
	Total Amount In Words Rs.	

Note: Fixed lump sum Price/Consultancy Fees inclusive of all Taxes, remuneration, wages, transportation, boarding lodging and all expensive during completion of scope of work as mentioned in the EOI.

Authorized Signature
Name:
Designation