

# **VARANASI MUNICIPAL CORPORATION VARANASI**

## **EXPRESSION OF INTEREST (EOI)**

**NAME OF WORK: - OPERATION AND MAINTENANCE OF PUBLIC TOILETS AND ALLIED AMENITIES AT DASHASWAMEDH GHAT WITHIN THE VARANASI MUNICIPAL CORPORATION AREA.**

**2022 – 2023**

## **EXPRESSION OF INTEREST (EOI)**

No \_\_\_\_\_

Dated: Varanasi, \_\_\_\_\_ 2022

**INVITATION OF EXPRESSION OF INTEREST FOR OPERATION-  
MAINTENANCE OF PUBLIC TOILET WITH ALLIED AMENITIES  
NOTICE INVITING EXPRESSION OF INTEREST (EOI)**

Expression of Interest is invited from reputed NGOs /Trust / Foundations / Agencies with required experience to operate & maintain Public Toilets.

The toilet complex site shall be rented to the successful bidder/ selected agency for a period of 5 (Five) years. However, the title of the land along with the structure built thereon, for public use with all fittings & fixtures will continue to remain with the Varanasi Municipal Corporation. The selected bidders shall maintain the toilets for a period of 5 (five) years under the following conditions:-

- The Operation & Maintenance will be for a period of 5 years.
- The Agency will pay an annual rent to VNN.
- The Annual Rent will be subjected to 10% annual increment.
- The bidder offering the highest annual rent will be awarded the contract.
- The selected bidder (The Agency) will be required to deposit as Earnest Money or Security Deposit amounting to 5% of the total rent for five years.
- The Agency will collect User Charges from the users of the Toilet Complex as follows :-
  - I. User Charges for Toilet & Bathroom will be Rs.5.00 (Five Rupees).
  - II. No User Charges for the use of The Urinal.

Details of the scheme and eligibility etc. and the prescribed application format are given in the RFP document, which will be available at the office of the Executive Engineer, Planning Division, Varanasi Municipal Corporation, from **26/01/2023 to 02/02/2023**. The RFP document will also be available on (website [www.nvnns.org.in](http://www.nvnns.org.in)).

The application containing **Financial Proposal** in the prescribed format **sealed in an envelope**, completed in all respects, shall be submitted to the Municipal Health officer, Varanasi Municipal Corporation, Varanasi, clearly super-scribing on the envelope **“APPLICATION / PROPOSAL FOR OPERATION AND MAINTENANCE OF PUBLIC TOILETS AND ALLIED AMENITIES AT DIFFERENT PLACES WITHIN THE VARANASI MUNICIPAL CORPORATION AREA AS PER LOCATIONS MENTIONED IN THE TERMS OF REFERENCE (ToR)”** by hand/ post/ courier/ on or before **02/01/2023 up to 3:00 PM**. The applicant must enclose a Demand Draft of **Rs. 1,000.00 (Rupees One Thousand) only** (Non-Refundable) drawn in favour of **Varanasi Municipal Corporation** payable at **Varanasi**. Submission of RFP by fax, email or other electronic means will not be accepted. It is the responsibility of interested party alone to ensure that its EOI is delivered at the prescribed address within the stated deadline. The VNN shall not be held responsible for any delay in delivery or loss of document(s) during transit. In this regard, **Pre-bid meeting will be held on 02/02/2023 at 4:00 P.M. in the chamber of the Municipal Health Officer, Varanasi Municipal Corporation.**

A **“ Performance Security Deposit ”**, for an amount of **Rs. 1,00,000.00 (Rupees One lakh) only** shall be required to be deposited along with the proposal through Demand Draft on a Nationalized Bank in the prescribed format valid till completion of the contract in all respect drawn in favour of **Varanasi Municipal Corporation** payable at **Varanasi**.

## **REQUEST FOR PROPOSAL (RFP)**

## REQUEST FOR PROPOSAL

**RFP TITLE: OPERATION AND MAINTENANCE OF PUBLIC TOILETS AND ALLIED AMENITIES AT DIFFERENT PLACES WITHIN THE VARANASI MUNICIPAL CORPORATION AREA AS PER LOCATIONS MENTIONED IN THE TERMS OF REFERENCE (ToR)**

**RFP NO. :**

**RFP DATE :** 26/01/2023

**AGREEMENT PERIOD :** 10 (Ten) years

**DATE OF ISSUE FROM :** 26/01/2023

**CLOSING DATE :** 02/02/2023

**DATE AND TIME OF OPENING :** 23/09/2019 at 4:00 P.M. (if possible)

### **Background information**

The rapid growth of city / town has cast an enormous strain on the city's infrastructure. Realizing that government agencies alone cannot cater to the massive infrastructure needs of the city/town, Varanasi Municipal Corporation has initiated various measures to create/improve the city/town's sanitation infrastructure.

In this context, proposals are invited from reputed NGOs/Trust/Foundation/Agencies with required experience to operate and maintain Public Toilets.

The RFP includes the following documents:

01. Terms of References (ToR)
02. Agreement Format
03. Financial Proposal

## **01. TERMS OF REFERENCE (TOR)**

## **TERMS OF REFERENCE (TOR)**

The proposed toilet complex site shall be rented out to the selected agencies/ organizations for a period of 10 Years. The title of the Operation and maintenance of public toilet with Allied Amentias at Dashswamedh Ghat. The selected bidders shall maintain the toilets for a period of 10 (ten) years from the date of handing over of the building. User charges shall be collected from the users. The charges per commuter per use will be Rs. 5.00 (Rupees Five) only for pay and use of toilet and the Bathroom in the Toilet & Bath Complex in VNN area. The use of the Urinal will not be charged any user charges.

### **I. Location(s) -- OPERATION AND MAINTENANCE OF PUBLIC TOILET AT THE FOLLOWING SITES WITHIN THE VARANASI MUNICIPAL CORPORATION AREA.**

- **Dashswamedh Ghat**

The proposed toilet complex (es) should normally include following facilities:

- a. Separate toilet blocks for men and women with separate entries.
- b. Seats for children in the section for women.
- c. Waiting / circulating area.
- d. A place for the care taker – from where he / she can monitor both entries designated for Gentlemen and Ladies.
- e. Separate bathing cubicles for Gentlemen and Ladies.
- f. Separate places for washing clothes for male and female sections.
- g. Urinal facilities for men.
- h. Facility to store large volumes of water.
- i. Waste water disposal system.
- j. Store room for keeping the cleaning & scavenging materials / equipments.
- k. Room for keeping the luggage of users.
- l. Basins for brushing teeth.
- m. Sanitary pads availability/ sanitary vending machine for every female toilet blocks.

### **Conditions:**

- a. The agency shall collect the user charges for any facilities (toilets / bathing blocks) as per conditions of contract agreement made with the agency and the concerned authority of Varanasi Municipal Corporation.
- b. The Varanasi Municipal Corporation shall fix timing of the opening and closing of the Public Toilet.
- c. Required water for washing and cleaning and electricity charges shall be borne by the agency itself.
- d. The Agency will maintain and operate THE **TOILETS** for a period of 10 (Ten ) years and User Charges as per predefined rates will be collected from the users.
- e. The Varanasi Municipal Corporation will lease **THE TOILETS** for a period of 10 (Ten ) years.

### **Eligibility Criteria**

- a. The Applicant shall be a society, trust, agencies with required experience, foundation or /an organization under the Companies Act or the relevant state Acts (Documentary evidence shall have to be submitted along with the Proposal).
- b. If the applicant be a society, trust or company, it must be duly registered with the appropriate authority under the appropriate law for at least 10 (Ten) years as on date of **Agreement** (Documentary evidence shall have to be submitted along with the Proposal).
- c. The applicant must have experience of at least 10 (Ten) years in relevant field (Documentary evidence shall have to be submitted along with the Proposal).
- d. The applicant must have necessary financial resources to be able to maintain and operate the facility (Documentary evidence in respect of financial resources shall have to be submitted along with the Proposal).
- e. The applicant must have the capacity to mobilize the required manpower to operate the facility.



- f. The following information should be submitted in respect of the society / trust / foundation / co – operative society, others: -
  - i. Name of the Agency / Organization.
  - ii. Registration number and date.
  - iii. Registered office address with fax, telephone number, e-mail ID of Organization.
  - iv. Name and designation of the Contact Person along with, telephone number / Mobile Number, e-mail ID.
  - v. Experience in the field of O & M of public amenities / facilities (Detail is mandatory)
  - vi. Financial Capability (Please attach Audited Annual Accounts along with Audited Reports of last 05 (five) years.

#### **Particulars of Demand Draft (Non-refundable)**

- i. Name of the Bank (With Branch).
- ii. Cheque / DD Number.
- iii. Amount.
- iv. In favour of.

#### **Documents to be attached with the Application**

The RFP shall include the following documents.

- a. Organization details of current activities, background of promoters & management structure.
- b. Details of projects of similar nature successfully performed in the past.
- c. Annual reports and Audit Statements of the past three 3 (Three) financial years.

#### **Minimum Specifications / facilities for Public Toilet**

- i. The agency has **to maintain the** cleanliness around the complex up to the extent of 10 meters **and also ensure that the premises up to the aforesaid extent**, is litter free and urination free.

#### **Sanitation and Water Supply**

**In respect of the maintenance of the sanitary & water supply fittings and fixtures**, all the necessary sanitary fitting fixtures shall be used of standard specifications and the work shall be got done through approved licensed plumber having a certificate to this effect. The fixtures should be leak proof.

**Standards of Maintenance of Public Toilets**

- a. The agency shall engage at least one person per shift of eight hours for every unit of Public Toilet for cleaning and washing the unit round the clock, including public holidays to carry out the following Sanitation works:
  - Daily washing with water.
  - Daily phenyl washing.
  - Sweeping up to 10 meters around the structure and sprinkling of disinfectant mixture of 200 grams (50 grams bleaching powder and 150 grams lime).
  - 0.5 liters of acid per unit.
  - Removal of solid waste.
  - Custodian duty (protecting the structure against damage and misuse) and to prevent open urination surrounding the unit.
  - Removal of handbills and washing of scrubbing inside and outside the structure.
- b. The agency or his representative shall personally visit the Public toilets regularly twice a day to keep watch over the performance of the workers employed by him.
- c. The agency shall carry out the work by engaging men and equipments and provide the disinfectants and implements for cleaning and arrange for sufficient water supply at the urinal / toilets for Cleaning and inside painting to be done once in a year.
- d. The agency should arrange for sufficient water supply at the structure for cleaning and washing.
- e. The following implements / disinfectants shall be supplied by the Agency to the staff Engaged by them.
  - Cleaning Brooms.
  - Sweeping brooms.
  - Coir brush.
  - Scraping Sheet.
  - Bamboo Basket.
  - Plastic containers.
  - Bamboo Reapers.
  - Plastic Buckets.
  - Plastic Mug.
  - Sponge piece.
  - Washing Soap.
  - Identity Card.
  - Apron inscribed VNN.
  - Phenyl.
  - Acid.
  - Bleaching powder and lime powder.

- f. The authorized representative of Varanasi Municipal Corporation will supervise the work from time to time and point out any unsatisfactory service rendered by the selected agency and shall be entitled to give suggestions as may be considered necessary and the selected agency shall be bound to carry out the instruction(s) for improvement of the work.
- g. In the event of unsatisfactory service, negligence or slackness is found of the Agency in carrying out the work or instruction(s); the Varanasi Municipal Corporation shall call for the explanation and terminate the contract, if there is no improvement even after repeated instructions.
- h. The Agency shall ensure that the labour engaged by him to carry out the work shall not claim any right whatsoever against the Varanasi Municipal Corporation by virtue of service rendered under this contract and shall not hamper the work by resorting to demonstration, agitation etc.
- i. The Agency shall be held responsible for all or any of the act done by the staff /workers and shall be alone responsible for the payment of wages or any loss or damage caused by them during the course of service or work undertaken and shall also be responsible and be liable for payment of any compensation under Workmen Compensation Act. The VNN will not be liable for any such event whatsoever.
- j. That Agency shall not engage child labour and shall agree and permit the workers to avail weekly off.
- k. The Agency should maintain a Suggestion Box and separate Registers for Complaint, User Charges, Stocks and Staff Attendance within the premises of the Public Toilets.
- l. The Agency shall not sublease or assign any part or portion of the work or the whole on the basis of the commission to others. If such conduct or action is found and brought to the notice of the VNN, the VNN is entitled to rescind and cancel the contract altogether.
- m. The VNN has the authority either to suspend or to cancel the contract when it is not desirable to continue the contract at any point of time due to non satisfactory performance.
- n. The VNN also reserves the right to alter, modify, change or remove any of the conditions mentioned in the agreement, with prior notice to the agency.

**Penalties for Lapses / Shortfalls**

The penalty amounts will be levied to the agency if the maintenance is not done satisfactorily on any particular day or on receipt of any specific complaint to the effect that the cleaning is unsatisfactory and also for not following the conditions laid down as follows:

Sl. No.	Performance indicator	Penalty per item / all item / per day. (Amount to be decided by the ULB concerned)
1	Sweeping of the entire complex not done and sprinkling of disinfectants not done ( <b>once daily</b> )	Rs. 50.00
2	Cleaning and washing of the entire complex not attended ( <b>once daily</b> )	Rs. 50.00
3	Cleaning and washing of toilets not attended ( <b>every hour</b> )	Rs. 50.00
4	Supervisor absent ( <b>per day at each unit</b> )	Rs. 50.00
5	Phenyl not used ( <b>per wash</b> )	Rs. 20.00
6	Acid not used ( <b>weekly</b> )	Rs. 10.00
7	On genuine complaint from the user(s)	Rs. 10.00
8	On report from the inspection team/ visiting Officer	Rs. 10.00

**Terms & Conditions**

- a. This AGREEMENT shall be governed by and constructed in accordance with the laws of India.
- b. The selected bidders shall maintain the Public toilets for a period of 05 (five) years. User charges shall be collected from the users (toilets/bathing).
- c. The Varanasi Municipal Corporation shall fix timing of the opening and closing of the complex.
- d. The Agency shall collect the user charges from the users of Public toilets which are to be approved by the VNN. **Any revision in charges shall be determined by the VNN in its sole discretion.**
- e. The Agency shall operate and maintain the complexes to the entire satisfaction of VNN and clean regularly toilets, urinals, floors, walls, and ceilings of the interior as well as the exterior of the complexes and ensure continuous serviceability including continuous availability of clean water. He shall ensure that the requisite quantity of cleaning materials such as phenyl, acid, naphthalene balls are used to ensure that the toilets look clean and free from foul smell at all time and that soap, towels, hand driers are available up to the extent required for.
- f. The selected agency/ organization shall maintain the facility as per maintenance schedule agreed between the Department and the agency.
- g. The Agency shall ensure that each toilet structure displays a signboard "built by VNN and maintained by \_\_\_\_\_, for VNN" along with the logo and well lit Public Convenience prominently on the walls of the structure. The height of this letter shall be at least 15 cms.

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- h. The charges towards electricity, water, sewage and other such amenities or any type of Tax to be paid as required by the agency shall be included in the maintenance cost and will not be borne by the VNN.
- i. The agency shall not display or allow to display or exhibit any picture / posture /statute or other articles in any part of the premises that are repugnant to the general standards of morality. The agency expressly agrees that the decision of the VNN in this regard shall be conclusive and binding on the agency.
- j. The Agency has the right to sell the Toilet Space for displaying Advertisement & earn Revenue subjected to the following conditions:-
- The advertising policy for generating revenue will be regulated by the VNN concerned.
  - 40% of the revenue from Advertisement will be paid to VNN.
  - VNN reserves the right to use the space for its own advertisement free of cost.
  - The size of the Advertisements displayed will be decided by the assigned VNN authority in consultation with the Agency with the decision of the VNN authority being final, conclusive and binding on the Agency.
  - The Agency can use the premises for displaying any bill boards, advertisements, neon / glow signs etc after obtaining permission for the same from the VNN.
- l. The agency shall ensure that the premises are not used for playing games etc., which involves stakes(a wooden or metal pole with a point at one end that you push into the ground, betting, Gambling , play cards etc., or for any un-lawful activities.
- M. The agency shall ensure adequate water for general cleanliness of the public Toilets for which VNN shall have no objection to the agency for installing a tube well at each site in addition to the water that may be supplied. Rain water storage can be incorporated as an additional requirement to decrease burden on potable water from public utility or underground.
- n. The title of interest, ownership and rights with regard to public Toilets /fittings provided therein and the land allotted by the VNN shall vest with the VNN except that these will be operated and maintained by the agency as agreed in this agreement.
- O. In case of loss due to theft or damage to the assets created in the public Toilets, the agency shall be responsible for making good the same immediately at its own cost and shall continue to keep the complex operational and available for public use, to all times, as prescribed.
- P. Disputes if any arising during the maintenance / service period between VNN and the agency shall be decided amicably.
- Q. The VNN shall have the right to cancel / remove / terminate the agreement at any stage in case of breach of any of the stipulated terms and condition by the agency or in case their performance is not found satisfactory. The VNN shall be entitled to terminate the agreement in case of any neglect or lapse on the part of the agency in respect of the regular maintenance of the public Toilets in clean and hygienic conditions and to keep the public convenience in a state of good repairs at the cost of agency. Such cancellation/ removal or termination of agreement shall be preceded by a notice of 15 days, whereby the agency
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shall be directed to explain its conduct as to such breach /neglect/lapses or unsatisfactory performance

- R. The site and the work & service assigned to the agency by the VNN shall not be transferred by the agency to any person, trust, society or institution in any manner whatsoever at any time whether during or after the termination of this agreement.
- s. The premises of public Toilets complex shall not be used by the agency for purpose other than that for which it is allowed under the agreement for operation and maintenance.
- T. Provision sloped ramp of should be made within the premises of the public toilet preferably at the entrance of the building.
- U. The agency or its employees or agents shall behave and deal politely with due courtesy with the users of these public Toilets.
- k. The agency will not use or allow any person to use public convenience for residential purpose and not keep any animal / motor vehicle in or around the complex other than one attendant and one security guard per shift of eight hours to ensure continuous serviceability.
- l. The agency shall be allowed to plant flowering and other shrubs around each toilet block subject to the approval by the VNN who is responsible for ensuring right of way to the public.
- m. The agency shall ensure enforcement of existing labour laws, Minimum Wages Act and at no point of time the VNN shall be drawn into litigations on these counts.
- n. The agency shall execute the agreement within 7 (seven) days on the receipt of issuance of letter of award.
- aa. The agency shall ensure that services of water supply, sewerage, drainage, electricity, telephone etc., in this vicinity encountered during the period of running /maintenance of the toilet block are not damaged. In case these are required to be shifted, the same shall be done by the permission of the Varanasi Municipal Corporation.
- bb. On the completion of the contract period, the agency shall hand over the vacant possession of the public Toilets along with fixtures and fittings, inventory, structures in good working condition to the VNN within 24 hours and will not put any resistance failing which the premises shall be vacated by way of eviction and the VNN shall assume the occupation without any notice whereupon the agency will have no claim.
- cc. Any of the conditions mentioned above can be altered, modified, changed or removed by the appropriate authority as per the necessity and with prior notice to the agency and the new conditions shall be binding on the part of the agency.
- dd. Any legal dispute if arise shall be settled within the jurisdiction of Varanasi Court.
- ee. It is mandatory for the Agency to ensure the implementation /observance of all Parameters of ODF ++ as detailed under:-
  - availability of water 24x7
  - Toilet seats and Urinal should be spotlessly clean 24x7
  - The Washbasins should be spotlessly clean and useable.
  - Toilets should be cleaned daily and all staffs should be present between 4 am to 10pm.
  - Mirrors in the Toilet should be clean and clear.
  - Soap should be available at all times.
  - Waste Bins should be available in each Toilet room which should empty daily.
  - The Toilet should be fully lighted and there should be no dark space or cornering

the Toilet.

- Toilet should be provided with cross-ventilation by the use of opaque window panes, skylight and exhaust fans.
- Toilet should be equipped with functioning Taps in wash basins and Toilet rooms.
- The water storage tank of the Toilet should be regularly cleaned and filled daily with freshwater.
- Toilets should have separate rooms from Males, Females and different Abled.
- Toilet entrance should be provided with ramp and stairs.
- Toilet should be equipped with Septic tank or sewerage pipes connected to the main sewer lines. Septic tanks should be regularly emptied. Sewerage pipes should not be leaking or open.
- The staffs of the Toilet should be provided with Personal Protective Equipment.
- The Toilet should display the names and mobile numbers of the Constructor, Agency, Agency supervisor and Inspector details.
- The toilet should have easy access to the public and should be on Google map.
- All complaints should be resolved within 24 hours.
- It is mandatory for the Agency to ensure the implementation /observance of all
- The following are also mandatory:-
  - a. There should be no stains on the walls and floor.
  - b. Hand Dryers and Paper Napkins should be made available
  - c. Height of Toilet and Basin should be such as to facilitate children, The different Abled and the Old Aged.
  - d. Facility for Bathing should be available.
  - e. Sanitary Vending Machines should be available from where women could avail of sanitary napkins for cost between Rs.1 to Rs.3.
  - f. Bathroom should properly cross ventilated and sprayed with fresheners.
  - g. User charge collection should be from a fixed place.
  - h. The toilet complex should be eco-friendly decorated with flower plants.
  - i. Provision for quick and immediate drainage of rain water so that there is no water logging.
  - j. Provision for water harvesting.

### **Disclaimer**

The information contained in this Expression of Interest (“RFP”) document or subsequently provided to Bidder(s), whether verbally or in documentary or any other form, by or on behalf of the VNN or any of its employees or advisors, is provided to Bidder(s) on the terms and conditions set out in this RFP document and such other terms and conditions subject to which such information is provided.

This RFP document is neither an agreement nor an offer by VNN to the prospective Bidders or any other person. This RFP document does not purport to contain all the information that each Bidder may require. RFP document may not be appropriate for all persons, and it is not possible for VNN,

its employees or advisors to consider the investment objectives, financial situation and particular needs of each party who reads or uses this RFP document.

The statements and information contained in this RFP document may not be complete, accurate, adequate or correct. Each Bidder should therefore, conduct its own investigations and analysis and should check the accuracy, adequacy, correctness, reliability and completeness of the statements and information contained in this RFP document and obtain independent advice from appropriate sources.

Information provided in this RFP document to the Bidder(s) is on a wide range of matters, some of which may depend upon interpretation of law. The information given is not intended to be an exhaustive account of statutory requirements and should not be regarded as a complete or authoritative statement of law. VNN accepts no responsibility for the accuracy or otherwise for any interpretation or opinion on law expressed herein.

VNN, its employees and advisors make no representation or warranty and shall have no liability to any person, including any Bidder, under any law, statute, rules or regulations or tort, principles of restitution or unjust enrichment or otherwise for any loss, damages, cost or expense which may arise from or be incurred or suffered on account of anything contained in this RFP document or otherwise, including the accuracy, adequacy, correctness, completeness or reliability of this RFP document and any assessment, assumption, statement or information contained therein or deemed to form part of this RFP document or arising in any way with short- listing of Bidder(s) for participation in the Selection Process.

VNN also accepts no liability of any nature whether resulting from negligence or otherwise howsoever caused arising from reliance of any Bidder upon the statements contained in this RFP document.

VNN may, in its absolute discretion but without being under any obligation to do so, update, amend or supplement the information or assessment contained in this RFP document. The issue of this RFP document does not imply that VNN is bound to short-list Bidders for next stage of the Selection Process for the Project and VNN reserves the right to reject all or any of the Proposals without assigning any reasons whatsoever.

The Bidder shall bear all its costs associated with or relating to the preparation and submission of its Proposal including but not limited to preparation, copying, postage, delivery fees, with any demonstrations or presentations which may be required by VNN or any other costs incurred in connection with or relating to its Proposal. All such costs and expenses will remain with the Bidder and VNN shall not be liable in any manner whatsoever for the same or for any other costs or other expenses incurred by an Bidder in preparation for submission of the Proposal, regardless of the conduct or outcome of the Selection Process.

### **Interpretation**

- a. In respect of interpretation of any ambiguity in this RFP or anything contained herein, the decision of the Varanasi Municipal Corporation shall be final and binding.
- b. In respect of any point not covered herein or partially covered herein, the decision of the Varanasi Municipal Corporation shall be final and binding.



## **02. FINANCIAL PROPOSAL (STANDARD FORMAT)**

**FINANCIAL PROPOSAL**

Place:

Date:

**FROM:****TO:**

Dear Sir

I/We, the undersigned, offer to provide the services for [Operation and Maintenance of Public Toilet and allied amenities at different places within the Varanasi Municipal Corporation Area as per mentioned locations in ToR] in accordance with your Request for Proposal vide **No:-**

I/We do hereby agree to carry out the job as per terms and conditions of the **“REQUEST FOR PROPOSAL (RFP)”** document and shall pay a sum of Rs.....(Rupees ..... ) only as license fee per annum including of all permissible taxes. This amount is inclusive of the local taxes, as applicable as per client’s origin. This proposal is valid for acceptance for 03 (three) years and I/we confirm that this proposal will remain binding upon us and may be accepted by you at any time before this expiry date.

Our Financial Proposal shall be binding upon us subject to the modifications resulting from Contract negotiations, if any, up to expiration of the validity period of the Proposal.

No fees, gratuities, rebates, gifts, commissions or other payments have been given or received in connection with this Proposal.

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

We remain,

Yours sincerely,

**Authorized Signature [In full and initials]:**

**Name and Title of Signatory:**

**Name of Agency/ Organization:**

**Address:**

**SUMMARY OF FINANCIAL PROPOSAL**

Description	Per year license fees including of all permissible taxes	In Figures Rupees.	In Words Rupees.
All listed locations as mentioned in the ToR Sl. No. (I) to (V)			

**Note:-** The consultant has to submit the required supportive documents such as copy of the GSTIN No., PAN No. and other details along with the bill to the client for making necessary payment.

