**FINANCIAL BID FORMS**

**ENVELOPE - B**

**BID FORM - 3: FINANCIAL OFFER PROPOSAL FORM**

The Bidder shall submit the Financial Offer in the format given below. The form must be completed, signed, and dated. The completed form must be put in a sealed “envelope B” as part of the financial offer, as explained in sections 6 and 7.

We herewith agree to perform our obligations under the terms and conditions of this RFP and all attachments thereto for

**Consultancy Fee in INR (₹)**

**A.1 Completion of Planning Phase**

Salaries (Upset Limit) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Other expenses (Upset Limit) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**A.2 Completion of Design Development Phase**

Salaries (Upset Limit) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Other expenses (Upset Limit) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**A.3** The expenses for Liaising and consulting with BMC to fulfill all requirements (documentation, NOCs, IOD, CC, OC, etc.) of the Municipality to receive the project construction permit.

Total Expenses \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Municipal levies and other applicable fees \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**A.4 Completion of Construction Tendering Phase**

Salaries (Upset Limit) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Other expenses (Upset Limit) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**A.5 Completion of Construction Phase**

Salaries (Upset Limit) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

*(Supervision fee / month x 18 months)*

Other expenses (Upset Limit) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**A.6 Completion of Defects Liability Period Phase**

Salaries (Upset Limit) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Other expenses (Upset Limit) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**A.7 Any other cost not covered by above** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

*(Please explain)*

**A.8 TOTAL BID VALUE** *(Excluding Taxes)*\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Taxes** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**A.9 TOTAL BID VALUE including Taxes:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Total in words** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_­­­­­­­­­­\_\_\_\_\_\_\_\_\_\_\_\_\_

Cost of required Insurances (refer 6.12 and 6.13 above) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

*Please provide details.*

**A.10 GRAND TOTAL** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

*(Including Taxes, Levies, applicable fees, and insurance)*

**Grand Total in words** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Bidder shall submit the detailed cost breakdown supporting the fee calculation and other expenditures in each phase.**

All payments shall be made in Indian Rupees.

We have examined and read the documents and hereby agree to all of their terms and conditions. We submit our Proposal and agree to provide professional services in accordance with the Tender documents and the Professional Service Agreement.

**Submitted by:**

Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Name of authorized person to sign: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Title of authorized person: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Name of the Firm: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Tel. No. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Email: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Witness Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Name of Witness: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date and place: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**BID FORM - 4: BID SUBMISSION AND DECLARATION FORM**

(Include with your **Financial Offer in Envelope B**)

In accordance with the RFP for the execution of the Renovation of IRC, PIC Maharashtra State Branch Office project, we, the undersigned, offer to provide professional consultancy services in conformity with the Proposal and enter into an Agreement with the IRC, PIC to undertake the project for the sum of

{INR ……..………………….………..insert amount in numbers and words…………………………………..}

The amount quoted above is inclusive of all applicable taxes, levies, expenses, and professional certification fees which the Consultant is required to pay for the carrying out of the Project and receipt of the Fees.

1. We acknowledge that this Declaration forms part of our Proposal.
2. We undertake, if our Proposal is accepted and we are notified by the IRC, PIC as the successful Bidder, and to commence the project in the agreed timeframe after the execution of the Agreement, receipt of the PIC’s notice to commence, and to complete the whole of the project comprised in the Agreement within the schedule submitted by the Bidder in the Proposal as accepted by the PIC.
3. We agree to abide by this Proposal until notified of being an unsuccessful Bidder by the IRC, PIC, and it shall remain binding upon us and may be accepted at any time prior to us being notified of being an unsuccessful Bidder by the PIC.
4. Unless and until a formal Agreement is prepared and executed, this Proposal and your written acceptance shall constitute a binding contract between us.
5. We understand that you are not bound to accept the lowest or any Proposal you may receive.
6. We certify and confirm that we and any subcontractors and suppliers comply with the requirements of the Proposal and have the requisite capacity to fulfill the project as set out in the RFP.
7. No person, firm or corporation other than the undersigned has any interest in this Proposal or in the proposed Agreement for which this Bid is made.
8. We are arms length from any person at the PIC and no one at the IRC and PIC profit if we are chosen to be the successful Bidder.
9. We declare the information in this Proposal Submission and Declaration Form to be true and correct to the best of our knowledge.
10. We hereby certify that we have taken steps to ensure that no person acting for us or on our behalf will engage in bribery or terrorist activities.
11. We hereby certify that if our Proposal is accepted and we are notified by the PIC as the Successful Bidder, we will comply with the Agreement and IRC, PIC Code of Conduct.

Dated this \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ day of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ 2024.

Signature \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ in the capacity of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Duly authorized to sign Bids for and on behalf of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

[in block capitals or typed]

Address \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Witness \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Address \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Occupation \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_