

## PROFORMA FOR FINANCIAL BID

With reference to your letter No. CPAO/Admn./DEO/2016-17/24 dated 08.04.2016 on the above cited subject. I/we quote the rate for above mentioned work as under:-

S. No	Item Head	Data Entry Operators (Skilled)
1	Rate of wages per person per month. (Monthly wage rate must not be less than the minimum wages prescribed by the Govt. of NCT of Delhi under Minimum Wages Act, 1948.)	
2	Statutory contributions on person's wages (per person per month)	
	(i) EPF + Admn. Charges (13.61%) if applicable	
	(ii) ESI (4.75%)	
3	Firm's Administrative Service charges per person per month	
4	Total per person per month	
5	Total Contract Value (Total per person per month x 60 DEOs x12)	

**\*Charges (including all taxes and levies except Service Tax)**

I/We accept all the terms and conditions of your letter referred to above.

Yours faithfully,  
(Name/Seal of firm/Company)