

BILL OF QUANTITIES (BOQ) – FINANCIAL BID FORMAT

12.1 Instructions

The Bidder shall quote a single percentage rate (inclusive of all costs) as commission on total revenues collected under the heads listed below. The quoted rate shall be exclusive of GST, which shall be paid additionally at the applicable rate.

The Bidder shall NOT quote separate rates for individual heads. A single consolidated percentage rate applies to all collections combined.

NNM shall not bear any cost other than the percentage commission on recovered amounts as agreed. All other costs (manpower, hardware, software, stationery, transport, legal, etc.) shall be borne entirely by the Agency.

S.No.	Description of Service	UOM	Quoted Rate	GST (%)	Effective Rate incl. GST
1	Consolidated Fee (% of total revenues collected) covering all services: • Assessment & Re-Assessment of Properties• Collection & Recovery of Property Tax, Water User Charges, SWM User Charges, Trade Licence Fees, Rents, and other Municipal dues• GIS Survey & Database Management• Demand Generation & Distribution• Facial Recognition Based Employee Attendance System (phone app, geo-tagging, dashboard)• Helpdesk, Toll-free & Grievance Management• All Software, Hardware, IEC, Training, and Administrative Costs	% of Amount Collected	_____ %	As applicable	_____ %

IMPORTANT: A lower quoted percentage = higher Financial Score. The Bidder with the lowest quoted rate earns a Financial Score of 100. All other Bidders' Financial Scores are calculated proportionately. Bidders are cautioned against unrealistically low bids, which may be subject to scrutiny.