Document Code : {id}

Issue Date : {issueDate}

Issue No. : 00

Subject: Technical & Commercial Proposal for Operation & Maintenance of {plantType} with design capacity of {flowrate} m3/day — {projectLocation}

Dear Sir,

We have the pleasure to enclose our Technical and Commercial offer herewith for O&M works of {plantType}

IETOS staff is a highly qualified internationally experienced Egyptian Engineers, gained their technical skills through years of works with major international companies in Egypt and Middle East.

Our technical staff made handing over for over 800 Water and Wastewater Treatment units in Egypt & North Africa. Through our local Service department, we provide to our customers the best After Sales Services from Trouble Shooting, Inspection Service and Spare parts sales.

We would like to take this opportunity to stress that our company is very keen in working with you on this prestigious project.

We trust that our offer will be to your complete satisfaction. Should you require additional information, please do not hesitate to contact us.

**Sincerely Yours,**

**Nehad Ahmed** Abdallah Fares

**Proposal Team Leader After Sales Manager**

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**TECHNICAL & COMMERCIAL PROPOSAL**

**of**

**OPERATION & MAINTENANCE (O&M)**

**of**

**{plantType}**

**Design Capacity of {flowrate} m3/day**

**at**

**{projectLocation} – {projectGovernorate}**

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# Scope of Work & Supply

{#workScope}

## Operation and Follow-up

{#tasks}

* {value}

{/tasks}

## Provision of Trained Workforce & tools

{#manpower}

* {value}

{/manpower}

## Reports and Periodic Follow-up

{#reports}

* {value}

{/reports}

## Replacement Requests

{#replacements}

{#hasSparePartsList}

### (Annual Spare parts List)

The attached Break-Down Schedule list for Annual Spare parts:

{/hasSparePartsList}

{#hasExtraReplacements}

### If during maintenance year it is determined Extra replacement items or Quantities required, the following process will be followed:

1. **Assessment of Replacement Needs**

* **Conduct a comprehensive inspection of the equipment to confirm the need for replacement (e.g., end-of-life, irreparable damage).**
* **Provide a report explaining the root cause, recommendations, and justifications for replacement.**

1. **Quotation for Replacement**

* **Prepare a detailed quotation, including:**
  + **Equipment specifications and manufacturers.**
  + **Cost breakdown for materials and labor.**
  + **Estimated delivery timeline.**
  + **Final cost, including supply and installation fees.**

{/hasExtraReplacements}

{/replacements}

# Exclusions

**The following is Client Scope of work & supply:**

{#excludedTasks}

* **{value}**

{/excludedTasks}

{/workScope}

# COMMERCIAL PROPOSAL

**We offer for the specified scope of work and supply:**

## General Conditions

* This offer is based on the current exchange rate of (USD/ EGP) on the time of offering the offer. Any changes which reflect our prices, The Prices need to be discussed.
* The price doesn’t include any administrative expenses or commercial profits and doesn’t include social insurance or equipment insurance.

## Prices

{#finance}

|  |  |  |
| --- | --- | --- |
| **Monthly Cost (incl. VAT)** | **{totalMonthlyAmountValue}** | **{currencyISO}** / Month |
| **Annual Cost (incl. VAT)** | **{totalAnnualAmountValue}** | **{currencyISO}** / Year |

{/finance}

## Terms of Payment

* against the monthly invoice to be submitted at the end of each month. Funds must be received within 7 days of the invoice date.

## Contract period

* **Period of O&M: {contractDuration} Months.**

## Validity

* This offer is valid up to {offerValidity} days from it is date.

**Best regards,**

**Nehad Ahmed** Abdallah Fares

**Proposal Team Leader Executive Manager**

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