Design & Lay-out of working papers & policy briefs

# **Goals and Objectives**

* Include 11 policy briefs and 11 working papers which will also be disseminated as per the work plan.

# **Project Review**

## Identified Modules

* Policy briefs Round I (5 docs)
* Working paper Round I (5 docs)
* Policy briefs Round II (6 docs)
* Working paper Round II (6 docs)

## Identified features in different Phases

Repository System & Data Management

### Phase-1 (28-Sep-2021 to 01-Oct-2021)

* + Review the policy brief
  + Copy editing Edit the policy brief
  + Design the cover page of the policy brief

### Phase-2 (01-Oct-2021 to 15-Oct-2021)

* Review the working paper
* Copy editing edit the working paper
* Design the cover page of the working paper

### Phase-3 (15-Oct-2021 to 30-Oct-2021)

* Formating of the policy brief
* Finalise the design

### Phase-4 (01-Nov-2021 to 30-Nov-2021)

* Formating of the working paper
* FInalise the design

# **Charge Summary**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Sl No** | **Description** | **Cost** | **Unit** | **Months** | **Total** |
| 1 | Policy Brief content layout | 10000 | 11 | 1 | 110000.00 |
| 2 | Policy Brief cover page + Finalise | 15000 | 1 | 1 | 15000.00 |
| 3 | Working paper content layout | 20000 | 11 | 1 | 220000.00 |
| 4 | Policy Brief cover page + Finalise | 15000 | 1 | 6 | 15000.00 |
|  | **Total** |  |  |  | **3,60,000.00** |

#### Total price includes

* + Designing
  + Copy Editing
  + Cover Image
  + Finalise the design
  + Publish ready in various formats

**Compensation**

A total service fee of INR 360,000 (Inclusive of Taxes) will be paid to the service provider as per the below payment terms. The payment will be released only on the completion of deliverable and invoicing by the service provider.

**Payment Terms**

* 50% Advance on signing of the contract
* 50% on completion.

**Term**

This engagement shall commence upon execution of this Agreement. The Agreement shall continue in full force and is effect from **September 28, 2021** to **November 30, 2021**.