**Scope of Work**

* Translation of 16 documents (about 40 pages) in six languages.
* Proofreading of all the documents (16x6)
* Work virtually.
* Revise the documents (if required) based on review by the technical team.

|  |  |  |
| --- | --- | --- |
| **Sr No** | **District** | **Language** |
| 1 | East Garo Hills, Meghalaya | Garo |
| 2 | East Jantina hills, Meghalaya | Khas |
| 3 | Mokokchung, Nagaland | Ao |
| 4 | Kohima, Nagaland | Tenyidie |
| 5 | West Imphal&Chandel, Manipur | Maitei |
| 6 | Aizawl &Lawngtlai, Mizoram | Mizo |

**Reports to**

Director – Health Systems

**Compensation**

The total consultant fee for this assignment is INR 90,000 (inclusive of applicable taxes).

**Payment Terms**

The payment terms for the contract would include

* 50% payment on approval of 8 documents in 6 languages
* 50% payment on approval of other 8 documents in 6 languages

The payment will be released only on the completion of deliverable and by providing the invoice.

**Term**

This engagement shall commence upon execution of this Agreement. The Agreement shall continue in full force and is effect from **Febraury 01, 2022** to **February 15, 2022**. Any extension of timeline if required could be possible only upon mutual between the consultant and Foundation.