

AFO/WASH/2019/83

31 May 2019

To,
 The Registrar,
 Assam University
 Silchar, Assam

Dear Sir,

Sub: UNICEF support to Assam University to extend technical assistance to PHED: Towards safely managed drinking water systems strengthening for planning, monitoring and reporting.

- Reference: 1. Assam University Letter dated 24 May 2019
 2. PHE letter no. PHE-2018/TB/2019/T-1112 dt 03 May 2019

This has reference to your letter dated 24 May 2019, with proposal and budget to "technical assistance to PHED: Towards safely managed drinking water systems strengthening for planning, monitoring and reporting". Since the activities are mutually agreed, we are happy to confirm our support to the activities suggested in your proposal for the period 1st July – 31st December 2019 as per the approved budget up to a maximum of INR 23,76,636 (Rupees twenty three lakhs seventy six thousand six hundred and thirty six only).

Sl	Item	Amount (INR)
1.1	Monitoring and Evaluation for 6 Districts for 7.5 Months (Honorarium to 6 Persons * 7.5 Months * 40000)	1,440,000
1.2	Honorarium for Project Coordinator (10% of Basic Pay)	94,236
1.3	Honorarium for Faculty Coordinator (10% of Basic Pay)	40,200
1.4	Project Coordinator	270,000
1.5	Travel cost for PD	72,000
1.6	Travel cost for FC	72,000
1.7	Travel cost for PC	75,000
1.8	Food and accomodation for PD	144,000
1.9	Food and accomodation for FC	90,000
1.10	Food and accomodation for PC	60,000
2.1	Honorarium for Accounts Support	19,200
	TOTAL	23,76,636

On completion of the activity, we look forward to receiving the completed FACE form, detailed statement of expenditure showing approved budget vs actual expenditure, as well as the finalised report of the activity to enable us to liquidate this amount and release the balance amount, if any, up to the approved budgetary ceiling.