

Pro-Forma–Financial Proposal

[Company Letterhead]

FINANCIAL PROPOSAL

Project: Procurement of Waterproofing Services for the Philippine Embassy in Islamabad, Pakistan

Date: [Insert Date]

Submitted by: [Company Name]

Contact Person: [Name, Designation]

Contact Details: [Mobile Number (WhatsApp, Viber), Email]

I. STATEMENT OF COMPLIANCE

We, [Company Name], hereby declare that we have read and fully understood the financial requirements and payment terms of the Embassy of the Republic of the Philippines in Islamabad for the Waterproofing of the Embassy Complex project.

We commit to abide by the following conditions:

1. The total bid amount does not exceed the Approved Budget for the Contract (ABC) of PKR 15,105,812.10.
2. We fully understand that the maximum advance payment allowable under DFA procurement rules is 15% of the total contract price.
3. We agree to the Preferred Payment Schedule of the Procuring Entity as follows, unless otherwise mutually adjusted upon award of contract:
 - 15% – Advance payment upon signing of the contract;
 - 30% – After completion of site preparation and mobilization;
 - 30% – Upon satisfactory completion of waterproofing and leak-proofing works;
 - 25% – After final inspection, punch list resolution, and acceptance.
4. We understand that payments shall be released within fifteen (15) working days from issuance of the corresponding Statement of Work Accomplished and Acceptance Certificates.
5. We accept that failure to deliver or to complete the work within the agreed timeframe shall render the contractor liable for liquidated damages as may be stipulated in the final contract.

II. FINANCIAL OFFER SUMMARY

[Sample Only]

Description	Amount (PKR)
Labor Costs	
Materials	
Equipment and Tools	
Transportation / Logistics	
Other Charges (if any, specify)	
Total Contract Amount (in PKR) (Must not exceed PKR 15,105,812.10)	

III. DETAILED COST ESTIMATES

[Sample Only]

Item Activity	Unit	Quantity	Unit Cost (PKR)	Total Cost (PKR)
Surface Preparation	sq.ft.			

Pro-Forma–Financial Proposal

Item Activity	Unit	Quantity	Unit Cost (PKR)	Total Cost (PKR)
Crack Leak Repair	sq.ft.			
Waterproofing Membrane Application	sq.ft.			
Sealant Coating Application	sq.ft.			
Quality Testing and Final Inspection	lot			
Grand Total (PKR)				

IV. PRICE VALIDITY

This quotation shall remain valid for a period of _____ calendar days from the date of submission.

V. DECLARATION

We hereby certify that the above prices are true and correct representations of our offer and that we shall honor them upon award of contract. We also certify that we have the financial and technical capacity to execute the works within the required 45 days or until 15 December 2025, whichever is earlier.

VI. AUTHORIZED SIGNATORY

Signature :	
Name :	
Designation :	
Passport or CNIC No. :	
Date :	
Company Seal :	

Note: The matrices labeled “**Sample Only**” are provided for reference and guidance. Bidders may revise or adapt them based on their own strategies, methodologies, and implementation plans. These samples are **not mandatory formats** nor do they guarantee the completeness of a bid. Bidders are encouraged to propose approaches that best demonstrate their understanding of the project requirements and their capacity to deliver the works effectively.