

Fieldwork Quality Monitoring Sheets (FQMS)

Field Office : Indore Name of Agency : Supervisor Name : Pr. Coordinator : Shashank Bisen

Project Name : Recontact Int. CT Job # : 20241804 Center : MR Sample Size : 2 Job Type : Resp. Type :

Briefing Date : 2/12/24 FW Start Date : 2/12/24 FW End Date : 28/12/24 Deadling On : Final lot sent : 2

S. No.	Interviewer Name	No. of Interviews Done		Scrutiny		Accompaniments		Backchecks		B/C on Sup.		B/C on Pr. Cord.		B/C by QC Dept.	
		1	2	Sup.	Pr. Cor.	Manager	Sup.	Pr. Cor.	Manager	Sup.	Pr. Cor.	Manager	Sup.	Pr. Cor.	Manager
1	Chandni Chaudhary	2													
2															
3															
4															
5															
6															
7															
8															
9															
10															
11															
12															
Total															

Fieldwork Quality Norms : IF Met put tick below that column, if not then put cross

	AC	B/C	SC	AC	B/C	B/C on sup.	Ops Mgr	SC	AC	B/C	B/C on sup.	B/C on Pr. sup.	QC Exe.	SC	AC	B/C	B/C on sup.	B/C on Pr. sup.
	✓	✓																

Supervisor

Pr. Coordinator


Ops Manager

Ops Head

QC Head

Signature

Date

	17, Okhla Industrial Estate Phase 3 Rd, Okhla Phase III, Okhla Industrial Estate, New Delhi, Delhi -110020 Executive Name: <u>Shashank Bisen</u> Mobile No.: <u>702412639</u>	PIC of the freelancer
	This is to certify that <u>Chandni Goutam</u> registered with us as a freelance supplier for conducting interviews and collecting data. He/She has been authorized to collect Market Research Data by Market Xcel as per project specific Assignment Letter. Reference No: _____ Date of Issue: <u>02/12/24</u> Valid From: <u>02/12/24</u> to <u>20/12/24</u> Job Fieldwork Location: <u>Indore</u> Mobile No: <u>9244163086</u> Address: This Authority Card is issued on the specific request of the freelance supplier to facilitate in his/her assignment.	
		(Card Holder's Signature)

Assignment letter

Freelancer Name: <u>Chandni Goutam</u> House Address: <u>Solanaki Nagar</u>	Job No: <u>20241204</u> Job Title: <u>Recorded Interview</u> Fieldwork Location: _____	Freelancer Code: <u>MXIND2023-063</u> Reference No: _____ Date: <u>21/12/24</u>
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Dear Sir/Madam,

This has reference to the discussion we had with you regarding the assignment pertaining to the captioned subject matter and explained in detail at the project briefing which you had attended on.

We now offer you fees for the assignment and other associated fees as mentioned hereunder, on the terms and conditions mentioned below and overleaf.

(A) Fees for Assignment:

Data Collection Type	Segment - Center	Quantity (Nos)	Rate Rs. (Per Qty)
<u>Online IDI.</u>	<u>IDI</u>	<u>2</u>	<u>650</u>

The above stated assignment will start from 02/12/24 and end on 20/12/24. The completed assignment should be delivered in required numbers/quantity through the device handed over to you for the data collection task in complete quantity and data be synced on daily basis so that data collected in the device is sent directly into the secured server. The device location should be always in active and GPS be captured live as communicated at the above stated briefing. Non-Compliance of agreed schedule may result in non-acceptance and may to rejection of the assignment in part/full without any further reference/intimation to you. This is not an employment but merely an assignment to you as a freelancer, and you are free to pursue any other vocation of your choice or work for any other person, and that no request from you for permanent/temporary employment in the Company shall be entertained in future. The Company reserves its right to terminate your assignment without showing any reason thereof.

I solemnly declare the information mentioned herein (both sides of the page) is true and correct to the best of my beliefs and I agree with all terms and conditions.

Date: 21/12/24

Name of signee: Chandni Goutam

Signature: Chandni

Signed in the presence of:

1) Witness Name: Shashank Bisen

Contact number: 702412639

Signature: Bisen

2) Witness Name: _____

Contact number: _____

Signature: _____

From
Name of the Freelancer:- Chandni Gauram
Address:- Solanki Nagar Indore
Mobile No:- 9244169086

BILL

Customer's Name & Address

To : MARKET XCEL DATA MATRIX PVT. LTD.

13/1, Old 7/1, 1st Floor, Pardeshipura, Opposite Shiv Dham Mandir,
Indore - 452003

PAN No.: AAECM5086D

For Commercial Use:

Bill No:

Date: 21/12/24

Freelancer Code:

16359

MXIND2023-063

Towards my Charges/Fees against Assignment/stated below:

Job No: 20241204	Original Assignment Number and Date	Revised Assignment Number and Date	Quantity And Amount Payble
Job Title: Recontact Interview CT			
Fieldwork Locations: Indore			

Fees for Assignment

Data Collection Type & Segment	Quantity	Rate	Amount
1- Briefing charges	2		
2- Recruitment/Contact/Listing			
3- Main interview -	2	650	1300
4- Main interview-			
5- Moderation/Translation/Transcription/Others (Specify).....			

Other Fees/Charges

Supervision Charges

Executive Name: Shashank Bisen

EIC Employee ID: Date: Signature:

MX2363

S. Bisen

Totals

A) Fees for Assignemt	Job No.	Task Code	Amount:- 1300
B) Supervision Charges			Amount:-

Grand Total (A+B) For Net Payment

Rupees in Words: One Thousand Three Hundred

Summary

Assignment Number	Job No.	Segment	Centre	Date Collection Type	Quantity Synched/ Submitted	Quantity Rejectedby IQC and Agreed by me	Invoice Quantity Accepted	Quantity Paidinthis Invoice	Quantity Payable in Subsequent Invoices
	20241204	IDI	Indore	IDI					

I solemnly declare the information mentioned herein (both sides of the page) is true and correct to the best of my beliefs and I agree with all terms and conditions.

My PAN Account Number is: CTJPC1232IN

Beneficiary Bank Account Name: Chandni Gauram

Beneficiary Bank Account Number: 34171562961

E&OE

Beneficiary Bank Name: State Bank of India

Beneficiary IFSC Code: SBIN0001371

Chandni

(Signature & Date)

S. Bisen
28/12/24

Approved by with date

Bill Received On:

Bill Checked & Cleared On: