

Fieldwork Quality Monitoring Sheets (FQMS)

Field Office: Indore Name of Agency: Supervisor Name: Pr. Coordinator: Amritesh Mishra
 Project Name: WhatsApp Community Action Job # 20240958 Center: Indore Sample Size: 15 Job Type: WhatsApp group resp. Type:
 Briefing Date: 29/9/24 FW Start Date: 15/9/24 FW End Date: 30/9/24 Deadling On: 30/9/24 Final lot sent: 428

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	Sup.	Pr. Cor.	Manager
1	Alpaka Nograiya	15					3	1		5	5							
2	Revita Sen																	
3	Chandni Gouram																	
4	Manjeet Kaur																	
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	Pr. Cord.	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.	
✓	✓			✓	✓														

Signature: Manjeet
 Date: 25/10/24
 Supervisor: Manjeet

Signature: Amritesh
 Date: 26/10/24
 Pr. Coordinator: Amritesh

Signature: Amritesh
 Date: 26/10/2024
 Ops Manager: Amritesh

Signature:
 Date:
 Ops Head:

Signature:
 Date:
 QC Head:

Market Xcel

17, Okhla Industrial Estate Phase 3 Rd, Okhla Phase III, Okhla Industrial Estate, New Delhi, Delhi -110020

Executive Name: Amritesh Mishra

Mobile No.: 8109212129

PIC of the freelancer

This is to certify that Manjeet Kaur 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: 12.9.24 Valid From: 15.9.24 to 30.9.24 Job Fieldwork

Location: Indore Mobile No: 7869429752 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>Manjeet Kaur</u>	Job No: <u>20240958</u>	Freelancer Code: <u>MXIND2023-06</u>
House Address <u>157, DS-3 Scheme-78</u>	Job Title: <u>whatsapp community</u>	Reference No:
	Fieldwork Location: <u>Festive Indore</u>	Date: <u>12.9.24</u>

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>F2F</u>	<u>whatsapp group - Indore</u>	<u>30%</u>	<u>Supervision</u>

The above stated assignment will start from 15.9.24 and end on 30.9.24. 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: 12.9.24Name of signee: Manjeet KaurSignature: Manjeet

Signed in the presence of:

1) Witness Name: Amritesh MishraContact number: 8109212129Signature: Amritesh

2) Witness Name: _____

Contact number: _____

Signature: _____

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:ms.

of the Freelancer:- Manjeet Kaur
 Address:- 157, DS-3 Scheme - 78
 File No:- 7869429752

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: **22738**
 Date: **25/10/24**
 Freelancer Code: **MXIND2023-061**

Towards my Charges/Fees against Assignment/s stated below:

Job No:	Original Assignment Number and Date	Revised Assignment Number and Date	Quantity And Amount Payble
20240958			
Job Title: whatsapp community for festive			
Fieldwork Locations: Indore			

Fees for Assignment			
Data Collection Type & Segment	Quantity	Rate	Amount
1- Briefing charges			
2- Recruitment/Contact/Listing			
3- Main interview - supervision	-		1350
4- Main interview-			
5- Moderation/Translation/Transcription/Others (Specify).....			

Other Fees/Charges
 Supervision Charges

Executive Name: **Amrutesh Mishra**
EIC Employee ID: Date: Signature: **MX2383 Amrutesh**

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

Grand Total (A+B) For Net Payment **1350/-**

Rupees in Words: **One Thousand Three hundred Fifty Rupees.**

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
	20240958	whatsapp	Indore	PAF					

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:
Beneficiary Bank Account Name: **Manjeet Kaur**
Beneficiary Bank Account Number: **605810100064**
E&OE
Beneficiary Bank Name: **CANARA Bank**
Beneficiary IFSC Code: **CNRB0006058**

 _____ (Signature & Date)	 _____ Approved by with date: 25/10	Bill Received On: _____ Bill Checked & Cleared On: _____
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Market Xcel

17, Okhla Industrial Estate Phase 3 Rd, Okhla Phase III, Okhla Industrial Estate, New Delhi, Delhi -110020

Executive Name: Amrutesh Mishra
Mobile No.: 8109212129

PIC of the freelancer

This is to certify that Chandni Goutam 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: 12.9.24 Valid From: 15.9.24 to 30.9.24 Job Fieldwork Location: Indore Mobile No: 9244169026 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: Chandni Goutam	Job No: 20240958	Freelancer Code: MXIND2023-06
House Address: Solanki Nagar	Job Title: whatsapp Community	Reference No:
	Fieldwork Location: Solution for Festive	Date: 12.9.24
	Indore	

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)
F2F	whatsapp group - Indore	15	200

The above stated assignment will start from _____ and end on 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: 12.9.24
Name of signee: Chandni Goutam
Signature: Chandni

Signed in the presence of:
1) Witness Name: Amrutesh Mishra
Contact number: 8109212129
Signature: Amrutesh
2) Witness Name: _____
Contact number: _____
Signature: _____

Name of the Freelancer: - Chandni Goytam
Address: - Solanki Nagar
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: 22734
Date: 25/10/2024
Freelancer Code: MXIND 2023 - 063

Towards my Charges/Fees against Assignment/s stated below:

Job No:	Original Assignment Number and Date	Revised Assignment Number and Date	Quantity And Amount Payble
20240958			
Job Title: whatsapp community for festive			

Fieldwork Locations: Indore

Fees for Assignment

Data Collection Type & Segment	Quantity	Rate	Amount
1- Briefing charges			
2- Recruitment/Contact/Listing			
3- Main interview -	15	200	3000
4- Main interview-			
5- Moderation/Translation/Transcription/Others (Specify).....			

Other Fees/Charges

Supervision Charges

Executive Name: Amitesh Mishra

EIC Employee ID: Date: Signature: mx2383 Amitesh

Totals

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

Grand Total (A+B) For Net Payment 3000/-

Rupees in Words: Three Thousand Rupees

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
	20240958	whatsapp group	Indore	PRF					

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:

Beneficiary Bank Account Name: Chandni Goytam

Beneficiary Bank Account Number: 3417 1562961

Beneficiary Bank Name: State bank of India

Beneficiary IFSC Code: SBIN0001371

E&OE

Chandni

(Signature & Date)

Amitesh
25/10

Approved by with date

Bill Received On:

Bill Checked & Cleared On:

Market Xcel	17, Okhla Industrial Estate Phase 3 Rd, Okhla Phase III, Okhla Industrial Estate, New Delhi, Delhi -110020 Executive Name: <u>Amrutesh Mishra</u> Mobile No.: <u>8109212129</u>	PIC of the freelancer
This is to certify that <u>Kavita Sen</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>12.9.2024</u> Valid From: <u>12.9.24</u> to <u>30.10.24</u> Job Fieldwork Location: <u>Indore</u> Mobile No: <u>7587522197</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>Kavita Sen</u> House Address <u>piplani Dist Dewas</u>	Job No: <u>20240958</u> Job Title: <u>whatsapp community for festive</u> Fieldwork Location: <u>Indore</u>	Freelancer Code: <u>MXIND2024-158</u> Reference No: Date: <u>12.9.24</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>F2F</u>	<u>whatsapp - Indore</u>	<u>15</u>	<u>200</u>

The above stated assignment will start from 15.9.24 and end on 30.9.24. 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: 12.9.24

Name of signee: Kavita Sen

Signature: कविता सेन

Signed in the presence of:

1) Witness Name: Amrutesh Mishra

Contact number: 8109212129

Signature: Amrutesh

2) Witness Name: _____

Contact number: _____

Signature: _____

stated
 Name of the Freelancer:- Kavita Sen
 Address:- Pipalani Dewal
 Mobile No:- 7587522197

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: **22736**
 Date: **24/10/24**
 Freelancer Code: **MXIND 2024 -158**

Towards my Charges/Fees against Assignment/s stated below:

Job No: 20240958	Original Assignment Number and Date	Revised Assignment Number and Date	Quantity And Amount Payble
Job Title: WhatsApp Community for festive			
Fieldwork Locations: Indore			

Fees for Assignment

Data Collection Type & Segment	Quantity	Rate	Amount
1- Briefing charges			
2- Recruitment/Contact/Listing			
3- Main interview -			
4- Main interview-	15	300	4500
5- Moderation/Translation/Transcription/Others (Specify).....			

Other Fees/Charges

Supervision Charges

Executive Name: **Amrutesh mishra**

EIC Employee ID: **Date: Signature: Mx2383 Amrutesh**

Totals

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

Grand Total (A+B) For Net Payment 4500

Rupees in Words: **Four Thousand Five hundred Rupees**

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
	20240958	WhatsApp							

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: **NXTPSS5454M**

Beneficiary Bank Account Name: **Kavita Sen**

Beneficiary Bank Account Number: **124412010000781**

Beneficiary Bank Name: **Union bank of India**

Beneficiary IFSC Code: **UBIN0812447**

E&OE

काविता सेन

(Signature & Date)

Amrutesh

Approved by with date

Bill Received On:

Bill Checked & Cleared On:

market xcel

17, Okhla Industrial Estate Phase 3 Rd, Okhla Phase III, Okhla Industrial Estate, New Delhi, Delhi -110020

Executive Name: Amrutesh Mishra
Mobile No.: 8109212129

PIC of the freelancer

This is to certify that Alpana Nograiyee 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: 12/9/24 Valid From: 15/9/24 to 30/9/24 Job Fieldwork Location: Indore Mobile No: 6387466328 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>Alpana Nograiyee</u>	Job No: <u>20240958</u>	Freelancer Code <u>MXIND2024-145</u>
House Address <u>Nehru Nagar</u>	Job Title: <u>whatsapp community</u>	Reference No: <u> </u>
	Fieldwork Location: <u>solution indore festive</u>	Date: <u>12/9/24</u>
	<u>Indore</u>	

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>F2F</u>	<u>whatsapp group - Indore</u>	<u>15</u>	<u>300</u>

The above stated assignment will start from 15/9/24 and end on 30/9/24. 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: 12/9/24

Name of signee: Alpana Nograiyee

Signature: Alpana Nograiyee

Signed in the presence of:

1) Witness Name: Amrutesh Mishra

Contact number: 8109212129

Signature: Amrutesh

2) Witness Name:

Contact number:

Signature:

Name of the Freelancer:- **Alpana Nograiya**
 Address:- **Nehru Nagar**
 Mobile No:- **6387 466 328**

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: **22731**
 Date: **25/10/24**
 Freelancer Code: **MXIND 2024-154**

Towards my Charges/Fees against Assignment/s stated below:

Job No: 20240958	Original Assignment Number and Date	Revised Assignment Number and Date	Quantity And Amount Payble
Job Title: Whatsapp Community Solution			
Fieldwork Locations: Indore			

Fees for Assignment

Data Collection Type & Segment	Quantity	Rate	Amount
1- Briefing charges			
2- Recruitment/Contact/Listing			
3- Main interview -	15	300	4500
4- Main interview-			
5- Moderation/Translation/Transcription/Others (Specify).....			

Other Fees/Charges

Supervision Charges			
Executive Name: Amitesh Mishra			
EIC Employee ID: Date: Signature: MX2383 Amishra			

Totals

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

Grand Total (A+B) For Net Payment 4500

Rupees in Words: **Four Thousand Five hundred Rupees**

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
	20240958	group	Indore	25/10					

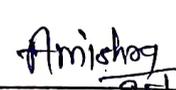
I solemnly declare the information mentioned herein (both sides of the page) is true and correct to the best of my beliefs and I agree with all terms and conditions.

My PAN Account Number is: AKDPN0124F
Beneficiary Bank Account Name: Alpana Nograiya
Beneficiary Bank Account Number: 124410100043084

Beneficiary Bank Name: Union Bank of India
Beneficiary IFSC Code: UBIIN0812447

E&OE


 (Signature & Date)


 Approved by with date

Bill Received On: _____
 Bill Checked & Cleared On: _____