

# Fieldwork Quality Monitoring Sheets (FQMS)

Field Office : Indore Name of Agency : Sonyay Adme supervisor Name : Sonyay Adme Pr. Coordinator : Shubank Bisen  
 Project Name : Spark Job # : 20241206 Center : Indore Sample Size : 60 Job Type :  Resp. Type :   
 Briefing Date : 3/12/24 FW Start Date : 3/12/24 FW End Date : 25/12/24 Deadling On :  Final lot sent : 60

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	Pr. Cor.	Manager	Manager	Sup.	Pr. Cor.	Manager	
1	Manish Solanki	60					6	4		20	2								
2	Surya Adma																		
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 corss

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

Signature      Supervisor      Pr. Coordinator      Ops Manager      Ops Head      QC Head

Date      3-1-25      3/1/25      3/1/2024

From  
Name of the Freelancer:- Sansay Adme  
Address:- Village - Dongarheta Dist - Balasore  
Mobile No:- 9714323635

## 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: 3/11/25

Freelancer Code: MXIND 2023-077

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

Job No:	Original Assignment Number and Date	Revised Assignment Number and Date	Quantity And Amount Payable
<u>2024/206</u>			

Job Title: Spark

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- <u>Supervision</u>	<u>60</u>	<u>28.4</u>	<u>2700/-</u>
5- Moderation/Translation/Transcription/Others (Specify).....			

### Other Fees/Charges

Supervision Charges

Executive Name: Shashank Biser

EIC Employee ID: MX2363 Date: 3/11/25 Signature: [Signature]

### Totals

A) Fees for Assignment	Job No.	Task Code	Amount:-
B) Supervision Charges			Amount:- <u>2700/-</u>

**Grand Total (A+B) For Net Payment**

Rupees in Words: Two Thousand Seven Hundred Rupees

### Summary

Assignment Number	Job No.	Segment	Centre	Date Collection Type	Quantity Synched/ Submitted	Quantity Rejected by IQC and Agreed by me	Invoice Quantity Accepted	Quantity Paid in this Invoice	Quantity Payable in Subsequent Invoices
	<u>2024/206</u>	<u>Quat</u>	<u>Indore</u>	<u>F&amp;F</u>					

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: Sansay Adme

Beneficiary Bank Account Number: 3231935779

E&OE

Beneficiary Bank Name: Central Bank of India

Beneficiary IFSC Code: CBIN0281986

Bill Received On:

Bill Checked & Cleared On:

(Signature & Date)

Approved by with date



From  
Name of the Freelancer:-  
Address:-  
Mobile No:-

Manish Salunkhi  
64 Chandraabihaga Jami Indore MP  
9584380450

### 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.: AAECMS086D

For Commercial Use:

Bill No:

Date:

Freelancer Code:

16335

3/12/25

MXIND2024-090

Towards my Charges/Fees against Assignment/stated below:

Job No:	Original Assignment Number and Date	Revised Assignment Number and Date	Quantity And Amount Payable
2024/206			
Job Title: Spoke			
Fieldwork Locations: Indore			

#### Fees for Assignment

Data Collection Type & Segment	Quantity	Rate	Amount
1- Briefing charges			
2- Recruitment/Contact/Listing			
3- Main interview -	60	200	12000/-
4- Main interview-			
5- Moderation/Translation/Transcription/Others (Specify).....			

#### Other Fees/Charges

Supervision Charges

Executive Name:

EIC Employee ID: Date: Signature:

Shashank Bisen

MX2363- S. Bisen

#### Totals

A) Fees for Assignment	Job No.	Task Code	Amount:-
			12000/-
B) Supervision Charges			Amount:-

Grand Total (A+B) For Net Payment

Rupees in Words:

Twelve Thousand Rupee

### Summary

Assignment Number	Job No.	Segment	Centre	Date Collection Type	Quantity Synched/ Submitted	Quantity Rejected by IQC and Agreed by me	Invoice Quantity Accepted	Quantity Paid in this Invoice	Quantity Payable in Subsequent Invoices
	2024/206	Spoke	Indore	F2F					

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: Manish Salunkhi

Beneficiary Bank Account Number: 10269361671

E&OE

Beneficiary Bank Name:

Beneficiary IFSC Code:

State Bank of India

SBIN0021030


Bill Received On:

Bill Checked & Cleared On:

(Signature & Date)

Approved by with date



 <b>marketxcel</b>	<b>17, Okhla Industrial Estate Phase 3 Rd, Okhla Phase III, Okhla Industrial Estate, New Delhi, Delhi - 110020</b> Executive Name: <u>Shashank Bisen</u> Mobile No.: <u>7024121631</u>	PIC of the freelancer   (Card Holder's Signature)
	This is to certify that <u>Sansay Adame</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>3/12/24</u> Valid From: <u>5/12/24</u> to <u>25/12/24</u> Job Fieldwork Location: <u>Indore</u> Mobile No: <u>9174323695</u> Address: This Authority Card is issued on the specific request of the freelance supplier to facilitate in his/her assignment.	

### Assignment letter

Freelancer Name: <u>Sansay Adame</u>	Job No: <u>20241206</u>	Freelancer Code: <u>MXIND2023-07</u>
House Address: <u>Village Dozariya, Dist. Balaghat</u>	Job Title: <u>SPARK</u>	Reference No: _____
	Fieldwork Location: <u>Indore</u>	Date: <u>3/01/25</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)
F2F	Quant	60	23%

The above stated assignment will start from 3/12/24 and end on 25/12/24. 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: 3/01/25

Name of signee: Sansay Adame

Signature: Sansay

Signed in the presence of:

1) Witness Name: Shashank Bisen

Contact number: 7024121631


Signature: Bisen

2) Witness Name: \_\_\_\_\_

Contact number: \_\_\_\_\_

Signature: \_\_\_\_\_



 <b>marketxcel</b>	<b>17, Okhla Industrial Estate Phase 3 Rd, Okhla Phase III, Okhla Industrial Estate, New Delhi, Delhi -110020</b> Executive Name: <u>Shashank Bisen</u> Mobile No.: <u>7024121639</u>	PIC of the freelancer   
	This is to certify that <u>Manish Salanki</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>3/12/24</u> Valid From: <u>5/12/24</u> to <u>25/12/24</u> Job Fieldwork Location: <u>Indore</u> Mobile No: <u>9584380450</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>Manish Salanki</u>	Job No: <u>20241206</u>	Freelancer Code: <u>MXIND2024-290</u>
House Address <u>64 Chandraabhaiji</u>	Job Title: <u>SPARK</u>	Reference No:
<u>Juni Indor MP</u>	Fieldwork Location: <u>Indore</u>	Date: <u>3/01/25</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)
F2F	Recent - Indore	60	200

The above stated assignment will start from 3/12/24 and end on 25/12/24. 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: 3/01/24

Name of signee: Manish Salanki

Signature: Manish

Signed in the presence of:

1) Witness Name: Shashank Bisen

Contact number: 7024121639

Signature: [Signature]

2) Witness Name: \_\_\_\_\_

Contact number: \_\_\_\_\_

Signature: \_\_\_\_\_