Annex 1: Financial proposal template

1. Financial proposal Form: Summary of Costs

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| *Item* | Cost | | | |
|  | | | |
| {*Insert Foreign Currency # 1*} | USD value | Total cost | |
| Cost of the Financial Proposal, including |  |  |  | |
| (1) Remuneration (from table A) |  |  |  | |
| (2)Reimbursables (from table C) |  |  |  | |
| Total Cost of the Financial Proposal: |  |  |  | |
| Indirect Local Tax Estimates – to be discussed and finalized at the negotiations if the Contract is awarded | | | | |
| 1. {insert type of tax} |  |  |  | |
| Total Estimate for Indirect Local Tax: |  |  |  |  |

1. Financial proposal Form: Breakdown of Remuneration

Provide a breakdown of remuneration fees in the table below

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| A. Remuneration | | | | | | | | |
| No. | Name | Position | Person-month Remuneration Rate | Time Input in Man-days | {*Currenc)* | USD | *Total USD cost* | |
|  | Key Experts |  |  |  |  |  |  |  |
| K-1 |  |  | [*Home*] |  |  |  |  | |
|  | [*Field*] |  |  |  |  | |
| K-2 | [Home] |  |  |  |  | |
|  | [Field] |  |  |  |  | |
| K-3 | [Home] |  |  |  |  |  |
|  |  |  | [Field] |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |
|  |  |  |  | Total Costs |  |  |  |  |

1. Financial proposal Form: Breakdown of *[Reimbursable Expenses]*

Provide a breakdown of reimbursable expenses (if applicable)

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| N° | Type of [*Reimbursable Expenses]* | Unit | Unit Cost | Quantity | {*Currency*} | Total value in USD |
|  | *{e.g., Per diem allowances\*\*}* | {Day} |  |  |  |  |
|  | *{e.g., International flights}* | {Ticket} |  |  |  |  |
|  | *{e.g., In/out airport transportation}* | {Trip} |  |  |  |  |
|  | *{e.g., Communication costs between Insert place and Insert place}* |  |  |  |  |  |
|  | *{ e.g., reproduction of reports}* |  |  |  |  |  |
|  | *{econsumables* |  |  |  |  |  |
|  | *....................................* |  |  |  |  |  |
|  |  |  |  |  |  |  |
| Total Costs | | | | |  |  |