Annex III Financial Proposal

**Cost Breakdown by Cost Component:**

The Proposers are requested to provide the cost breakdown based on the following format. UNDP shall use the cost breakdown for the price reasonability assessment purposes as well as the calculation of price in the event that both parties have agreed to add new deliverables to the scope of Services.

The bidders are requested not to modify/alter line 1 (Grant Funds Pool) but keep it in their financial proposal.

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| NO. | Activity / expenses | Quantity / duration | Description of expenses | Cost per unit | Total |
| 1 | Grant funds pool | 200,000.00 | | | |
| 2 | Personnel | | | | |
|  | Project manager |  | month |  |  |
|  | Activity Supervisor |  | month |  |  |
|  | Administration staff |  | month |  |  |
|  | Other specialists (if any) |  |  |  |  |
|  | ... |  |  |  |  |
| 3 | CFW administration (transfer of cash, monitoring of projects, etc.) |  | USD |  |  |
|  | Provision of safety training |  |  |  |  |
|  | Equipment of rehabilitation work |  |  |  |  |
|  | Other costs (please indicate if any) |  |  |  |  |
|  | … |  |  |  |  |
| 4 | Organization of application process | | | | |
|  | Other costs (please indicate if any) |  |  |  |  |
|  | … |  |  |  |  |
| 5 | Office costs | | | | |
|  | Rent (if applicable) |  | Month |  |  |
|  | Communication charges (telephone) |  | Month |  |  |
|  | Internet |  | Month |  |  |
|  | Consumables for office |  |  |  |  |
|  | Printing (if applicable) |  |  |  |  |
|  | Postal charges |  | Item |  |  |
|  | … |  |  |  |  |
| 6 | Business trips | | | | |
|  | Travel |  | one travel |  |  |
|  | Accommodation |  | Day |  |  |
|  | Daily allowance |  | Day |  |  |
|  |  |  |  |  |  |
| 7 | Overhead costs (if any – outline activities / expenses) |  |  |  |  |
|  | ... |  |  |  |  |
|  | Total |  |  |  |  |