

Annex 3
BREAKDOWN OF COSTS

SUPPORTING THE ALL-INCLUSIVE FINANCIAL PROPOSAL

A. Breakdown of Cost by Components:

Cost Components	Unit Cost/monthly	Quantity¹	Total rate for the Contract Duration
I. Personnel Costs			
Professional Fees		12	
Communications			
Land Transportation			
Others (pls. specify)			
Sub Total			
II. Travel Expenses to Join duty station²			
Round Trip Airfares			
Living Allowance			
Travel Insurance			
Terminal Expenses			
Others (pls. specify)			
Sub Total			
Grand Total USD (All Inclusive, lump sum)⁴			

PAYMENT SCHEDULE:

Payment will be made monthly based on the accomplishment of tasks and submission of deliverables as per Terms of Reference.

¹ Number of working days based on the terms of reference

² Subject to UNDP's IC travel guidelines

³ Individual Consultants / Contractors wishing to travel in business or first class shall cover the cost of an upgrade. Travel should always be by the most direct and economic route
The consultant should provide a total price of ticket that shall not exceed the fare of the most direct and economical route – (non flexible)

⁴ The total amount should be equivalent to the lump sum amount indicated in paragraph (e) of Annex 1.