

## IC052/16: Provision of Programme Coordinator for UNHABITAT, Erbil-Iraq

### Amendment Notice

Reference is made to Procurement Notice No. IC052/15 dated and posted on 21 May 2016.  
Kindly note the following changes made to the terms of reference and procurement notice:

#### 1) Contract duration

- a) Starting Date : 19 June 2016
- b) Ending Date : 31 March 2017
- c) Contract Duration : 9.5 months

#### 2) Terms of reference -Paragraph 7 (Working Arrangements)

The incumbent will be entitled to a seven-day break in service (including travel days), every eight weeks in Erbil, subject to approval of the supervisor(s). Living allowance will not be paid during the break in service.

#### 3) Annex 3: Breakdown of Costs (Revised)

Please refer to revised components of the price schedule;

- Rate per month based on 9.5 months
- Total in-country days: 256

#### 4) Submission Deadline

The closing date is extended to 03 June 2016, COB (Iraq local time).

#### Instructions:

For those candidates who have submitted a proposal prior to issuance of this amendment dated 26 May 2016, please re-submit your offer based on the above mentioned changes in the procurement notice.

Attachment:

-Revised Annex 3

Signed: \_\_\_\_\_



Victor Machoka  
Head Procurement Unit  
UNDP Iraq

Date: \_\_\_\_\_

26.05.2016

**Annex 3**  
**BREAKDOWN OF COSTS**

**SUPPORTING THE ALL-INCLUSIVE FINANCIAL PROPOSAL**

**A. Breakdown of Cost by Components:**

Cost Components	Unit Cost/month	Quantity <sup>1</sup>	Total rate for the Contract Duration
<b>I. Personnel Costs</b>			
Professional Fees Erbil		9.5 month	
Life Insurance			
Medical Insurance			
Communications			
Land Transportation			
Others (pls. specify)			
<b>Sub Total</b>			
<b>II. Travel Expenses to Join duty station<sup>2</sup></b>			
Round Trip Airfares to and from duty station <sup>3</sup> Home Base – Erbil, Iraq – Home Base		4 Round Trip	
Living Allowance - Erbil, Iraq		256 days	
Travel Insurance			
Terminal Expenses Home Base – Erbil, Iraq – Home Base		16	
Others (pls. specify)			
<b>Sub Total</b>			
<b>Grand Total USD ( All Inclusive, lump sum)<sup>4</sup></b>			

<sup>1</sup> Number of working months based on the revised terms of reference

<sup>2</sup> Subject to UNDP's IC travel guidelines

<sup>3</sup> 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)

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