

Annex 3
BREAKDOWN OF COSTS
SUPPORTING THE ALL-INCLUSIVE FINANCIAL PROPOSAL

A. Breakdown of Cost by Components:

Cost Components	Unit Cost/Daily	Quantity ¹	Total rate for the Contract Duration
I. Personnel Costs			
Professional Fees 10 WD Baghdad and 3 WD Erbil		13 Working days	
Professional Fees 27 Home Based		27 Working days	
Life Insurance			
Medical Insurance			
Communications			
Land Transportation			
Others (pls. specify)			
Sub Total			
II. Travel Expenses to Join duty station²			
Round Trip Airfares to and from duty station ³ Home Base – Baghdad, Iraq – Home Base		2 Round Trips	
Round Trip Airfares to and from duty station ³ Home Base – Erbil, Iraq – Home Base		1 Round Trip	
Living Allowance - Baghdad, Iraq		11 days	
Living Allowance – Erbil, Iraq		4 days	
Travel Insurance			
Terminal Expenses Baghdad and Erbil		12 Terminals	
Others (pls. specify) Visa, Iraq		3 Entry	
Sub Total			
Grand Total USD (All Inclusive, lump sum)⁴			

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.

Deliverables			
Item	Target Date	Percentage Payment	Payment Date
Field visit and consultation report	15 July 2016	10%	20 August 2016
Initial Conceptual Framework, Methodology, and Report Outline document	5 August 2016	40%	
Semi-final Conceptual Framework, Methodology, and Report Outline document for presentation in workshop	20 August 2016	20%	30 September 2016
Conceptual Framework, Methodology, and Report Outline workshop presentation	30 August 2016	20%	
Final Conceptual Framework, Methodology, and Report Outline document	15 September 2016	10%	

¹ Number of working days based on the terms of reference

² Subject to UNDP's IC travel guidelines

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