

*23.June.2016*

**Amendment No. 2**

***Ref. no. 30157/ UNCDF/ 2016– Entering into a Long Term Agreement (LTA) for the Provision of Photography and Videography Services for UNCDF Bangkok Regional Office***

Please see attached Amendment for the following:

- 1- Section 7: Price Schedule Sheet that will replace the Price Schedule Sheet on page 41 of the RFP document. Please see attached.
- 2- On page 32 of the RFP document, Section C: Financial evaluation, the Evaluation Table referring to weighing each given rate has been amended to replace the Evaluation Table mentioned on page 32. Please see attached.

## Section 7: Financial Proposal Form<sup>1</sup>

*If the Proposer is submitting the offer through e-mail it is required to send the Financial Proposal in a "separate" e-mail and document MUST BE password protected.*

*If the Proposer is submitting the offer through courier or Hand delivery, it is required to put the Financial Offer in a separate sealed envelope.*

The Financial Proposal must provide a detailed cost breakdown. Provide separate figures for each functional grouping or category.

Prices shall be submitted based on hourly rate per specialization and applicable overhead costs.

The maximum calculated hours per day are of 8 hours which shall be considered a daily rate as and when required.

In case of any travel required within Asia, travel cost and living allowances, for the area to which the personnel should travel, shall be agreed under each TOR under this LTA and shall be in accordance with UNCDF travel rules and regulations, or may be quoted by the company as long as the quoted fees are reasonable and within the market rate under each given assignment.

**TABLE A: Prices for Rates Quoted in Bangkok or Anywhere Else in Thailand:**

No.	Specialization	Hourly Rate for Professional Fees in USD in Bangkok or Anywhere in Thailand (A)	*Hourly Rate in USD for Management Fees in Bangkok or Anywhere in Thailand (B)	Total Quoted Hourly Rate in USD (A+B)
1.	Videography Specialist			
2.	Photographer Category I			
3.	Photographer Category II			

**TABLE B: Prices for Rates Quoted in Any Other Location in Asia:**

No.	Specialization	Hourly Rate for Professional Fees in USD in Other Locations in Asia as Referred to in the TORs (A)	*Hourly Rate in USD for Management Fees in Other Locations in Asia as Referred to in the TORs (B)	Total Quoted Hourly Rate in USD (A+B)
1.	Videography Specialist			
2.	Photographer Category I			
3.	Photographer Category II			

*\*Please give a breakdown of the costs included under Management Fees.*

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<sup>1</sup> No deletion or modification may be made in this form. Any such deletion or modification may lead to the rejection of the Proposal.

**C) Financial Evaluation:**

C-1- Weighing each given rate under each mentioned specialization as per below given table:

TABLE A						
Price Evaluation Sheet for Rates Quoted in Bangkok or Anywhere Else in Thailand						
Specialization	Quoted Hourly Rate for Professional Fees in USD in Bangkok or Anywhere in Thailand (A)	Quoted Hourly Rate in USD for Management Fees in Bangkok or Anywhere in Thailand (B)	Total Quoted Hourly Rate in USD (A+B)	Weight	Weighted Hourly Rate in USD in Bangkok or Anywhere in Thailand	Sub Total Weighted Hourly Price in USD x 60%
Videography Specialist				40 %		
Photographer Category I				20 %		
Photographer Category II				40 %		
Sub Total Weighted Hourly Price in USD (Bangkok and Anywhere in Thailand)						
TABLE B						
Price Evaluation Sheet for Rates Quoted in Any Other Location in Asia.						
Specialization	Quoted Hourly Rate for Professional Fees in USD in Other Locations in Asia as Referred to in the TORs (A)	Quoted Hourly Rate in USD for Management Fees in Other Locations in Asia as Referred to in the TORs (B)	Total Quoted Hourly Rate in USD (A+B)	Weight	Weighted Hourly Rate in USD in other Locations in Asia	Sub Total Weighted Hourly Price in USD x 40%
Videography Specialist				40 %		
Photographer Category I				20 %		
Photographer Category II				40 %		
Sub Total Weighted Hourly Price in USD ( Other Locations in Asia as Referred to in the TORs)						

TABLE A sub total weighted hourly price in USD x 60%		
+		
TABLE B sub total weighted hourly price in USD x 40%	=	<b>Total Weighted Price</b>