**Annex V**

## **FINANCIAL OFFER**

Having examined the Solicitation Documents, I, the undersigned, offer to provide all the services in the TOR for the sum of …… (VND for National Consultant and USD for International Consultant).

This is a lump sum offer covering all associated costs for the required service (fee, meal, accommodation, travel, taxes etc).

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **No.** | **Description** | **Quantity** | **Unit Rate**  | **Total** |
| 1 | Consultancy fee |  |  |  |
|  |  |  |  |  |
| 2 | Out of pocket expenses |  |  |  |
| 2.1 | Travel |  |  |  |
| 2.2 | Per diem |  |  |  |
| 2.3 | Full medical examination and Statement of Fitness to work for consultants from and above 65 years of age and involve travel – (required before issuing contract). **\*** |  |  |  |
| 2.4 | Others (pls. specify)……. |  |  |  |
| 2.5 | VAT\*\* if applicable (in case your company signs the contract)  |  |  |  |
|  | **Total** |  |  |  |

***\****  *Individual Consultants/Contractors who are over 65 years of age with assignments that require travel and are required,* ***at their own cost****, to undergo a full medical examination including x-rays and obtaining medical clearance from* ***an UN-approved doctor*** *prior to taking up their assignment.*

***\*\**** *Individual Consultants/Contractors who request their employer to sign a Reimbursable Loan Agreement (RLA) with UNDP for their behalves are reminded to add the Value Added Tax into the total lump sum of the Financial Offer if applicable.*

I undertake, if my proposal is accepted, to commence and complete delivery of all services specified in the contract within the time frame stipulated.

I agree to abide by this proposal for a period of 120 days from the submission deadline of the proposals.

Dated this day /month of year

### Signature

*(The costs should only cover the requirements identified in the Terms of Reference (TOR)*

*Travel expenses are not required if the consultant will be working from home).*