



Date: 21 February 2021

Subject: Clarification Note

To the attention of potential applicants,

Reference is made to the Request for proposal posted on 7 February 2021 with the subject of “Support to inclusive employment through training courses for entrepreneurship and micro and small and medium-enterprises (MSME) promotion in Iran” with the deadline of 1 March 2021.

We would like to inform you that Table 4 (highlighted in yellow) of Form G of the RFP package is hereby amended as attached. So, in preparing your Financial Proposal, please use this version of template.

FORM G: FINANCIAL PROPOSAL FORM

Name of Bidder:	[Insert Name of Bidder]	Date:	Select date
RFP reference:	[Insert RFP Reference Number]		

The Bidder is required to prepare the Financial Proposal following the below format and submit it in an envelope separate from the Technical Proposal as indicated in the Instruction to Bidders. Any Financial information provided in the Technical Proposal shall lead to Bidder's disqualification. The Financial Proposal should align with the requirements in the Terms of Reference and the Bidder's Technical Proposal.

Currency of the proposal: [Insert Currency]

Table 1: Summary of Overall Prices

	Amount(s) – IRR
Professional Fees (from Table 2)	
Other Costs (from Table (3a-1) +(3a-2) +(3a-3) +3b	
Total Amount of Financial Proposal	

Table 2: Breakdown of Professional Fees

Name	Position	Minimum required staff member	Fee Rate	No. of Days/month s/ hours	Total Amount (IRR)
Technical Team	Team leader	1			
	Team member	11			
	Subtotal Professional Fees:				

Table 3a: Training session

3a-1) 86 three-day entrepreneurship/business management face to face training sessions organized and delivered to 1280 participants, across 9 different locations.

Locations	Total offered cost (IRR)
Pole dokhtar	
Borujerd	
Khorram Abad	
Delfan	
Bandar abbas	
Haji Abad	
Roodan	
Pishva	
Varamin	
Total Amount for all locations (IRR)	

Please add the detail of cost components, using Excel File No. 1

3a-2) 86 three-day entrepreneurship/business management online training sessions organized and delivered to 2570 participants.

Locations	Total offered cost (IRR)
Pole dokhtar	
Borujerd	
Khorram Abad	
Delfan	
Bandar abbas	
Haji Abad	
Roodan	
Pishva	
Varamin	
Total Amount for all locations (IRR)	

Please add the detail of cost components, using Excel File No. 2

3a-3) 259 two-day vocational face-to-face training sessions organized and delivered to 3850 participants across 9 different locations.

Locations	Total offered cost (IRR)
Pole dokhtar	
Borujerd	
Khorram Abad	
Delfan	
Bandar abbas	
Haji Abad	
Roodan	
Pishva	
Varamin	
Total Amount for all locations (IRR)	

Please add the detail of cost components, using Excel File No. 3

Table 3 b: Breakdown of Other Costs

Description	Quantity	Unit Price (IRR)	Total Amount (IRR)
Transportation			
Transportation of Personnel			
Accommodation			
Accommodation of personnel during training sessions			
Reporting			
file/Zoonkan of project technical documents + DVD			
Out-of-Pocket Expenses			
Communication			
Overhead			
Insurance			
Other Costs: (please specify)			
Value added tax (VAT)			
Subtotal Other Costs:			

Table 4: Breakdown of Price per Deliverable/Activity

Deliverable/ Activity description	Time (person days)	Professional Fees	Other Costs	Total
Deliverable 1				
Deliverable 2				
Deliverable 3				
Deliverable 4				
Deliverable 5				
Deliverable 6				
Deliverable 7				
Deliverable 8				
Deliverable 9				
Total				