**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*) or ……… **USD** (*for International Consultant*).

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

**Cost breakdown:**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **No.** | **Description** | **Quantity** | **Unit Rate** **(USD or VND)** | **Total****(USD or VND)** |
| **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). **\*** |  |  |  |
| **2.5** | Others (pls. specify)……. |  |  |  |
| **2.6** | VAT\*\* if applicable (in case your company signs the contract)  |  |  |  |
|  | **TOTAL** |  |  |  |

***\****  *Individual Consultants/Contractors who are over 62 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).*