# Section 6: Returnable Bidding Forms / Checklist

This form serves as a checklist for preparation of your Proposal. Please complete the Returnable Bidding Forms in accordance with the instructions in the forms and return them as part of your Proposal submission. No alteration to format of forms shall be permitted and no substitution shall be accepted.

**Before submitting your Proposal, please ensure compliance with the Proposal Submission instructions of the BDS 22.**

**Technical Proposal Envelope:**

|  |  |
| --- | --- |
| **Have you duly completed all the Returnable Bidding Forms?** |  |
| * Form A: Technical Proposal Submission Form |  |
| * Form B: Bidder Information Form |  |
| * Form C: Joint Venture/Consortium/ Association Information Form | **N/A** |
| * Form D: Qualification Form |  |
| * Form E: Format of Technical Proposal |  |
| * Form H: Proposal Security Form | **N/A** |
| **Have you provided the required documents to establish compliance with the evaluation criteria in Section 4?** |  |

**Financial Proposal Envelope**

**(Must be provided as a password protected document)**

|  |  |
| --- | --- |
| * Form F: Financial Proposal Submission Form |  |
| * Form G: Financial Proposal Form |  |

## **Form A:** Technical Proposal Submission Form

|  |  |  |  |
| --- | --- | --- | --- |
| Name of Proposer: | [Insert Name of Proposer] | Date: | Select date |
| RFP reference: | UNDP-TUR-RFP(JAP)-2021/01 | | |

We, the undersigned, offer to provide the services for “Information and Communication Technologies (ICT) Training Delivery” in accordance with your Request for Proposal No. UNDP-TUR-RFP(JAP)-2021/01 and our Proposal. We are hereby submitting our Proposal, which includes this Technical Proposal and our Financial Proposal sealed under a separate envelope.

We hereby declare that our firm, its affiliates or subsidiaries or employees, including any JV/Consortium /Association members or subcontractors or suppliers for any part of the contract:

1. is not under procurement prohibition by the United Nations, including but not limited to prohibitions derived from the Compendium of United Nations Security Council Sanctions Lists;
2. have not been suspended, debarred, sanctioned or otherwise identified as ineligible by any UN Organization or the World Bank Group or any other international Organization;
3. have no conflict of interest in accordance with Instruction to Bidders Clause 4;
4. do not employ, or anticipate employing, any person(s) who is, or has been a UN staff member within the last year, if said UN staff member has or had prior professional dealings with our firm in his/her capacity as UN staff member within the last three years of service with the UN (in accordance with UN post-employment restrictions published in ST/SGB/2006/15);
5. have not declared bankruptcy, are not involved in bankruptcy or receivership proceedings, and there is no judgment or pending legal action against them that could impair their operations in the foreseeable future;
6. undertake not to engage in proscribed practices, including but not limited to corruption, fraud, coercion, collusion, obstruction, or any other unethical practice, with the UN or any other party, and to conduct business in a manner that averts any financial, operational, reputational or other undue risk to the UN and we embrace the principles of the United Nations Supplier Code of Conduct and adhere to the principles of the United Nations Global Compact.

We declare that all the information and statements made in this Proposal are true and we accept that any misinterpretation or misrepresentation contained in this Proposal may lead to our disqualification and/or sanctioning by the UNDP.

We offer to provide services in conformity with the Bidding documents, including the UNDP General Conditions of Contract and in accordance with the Terms of Reference

Our Proposal shall be valid and remain binding upon us for the period of time specified in the Bid Data Sheet.

We understand and recognize that you are not bound to accept any Proposal you receive.

I, the undersigned, certify that I am duly authorized by [Insert Name of Bidder] to sign this Proposal and bind it should UNDP accept this Proposal.

Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Title: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

[*Stamp with official stamp of the Proposer*]

## **Form B:** BidderInformation Form

|  |  |
| --- | --- |
| **Legal name of Proposer** | [Complete] |
| **Legal address** | [Complete] |
| **Year of registration** | [Complete] |
| **Bidder’s Authorized Representative Information** | Name and Title: [Complete]  Telephone numbers: [Complete]  Email: [Complete] |
| **Are you a UNGM registered vendor?** | Yes  No If yes, [insert UGNM vendor number] |
| **Are you a UNDP vendor?** | Yes  No If yes, [insert UNDP vendor number] |
| **Countries of operation** | [Complete] |
| **No. of full-time employees** | [Complete] |
| **Quality Assurance Certification (e.g. ISO 9000 or Equivalent) (***If yes, provide a Copy of the valid Certificate):* | [Complete] |
| **Does your Company hold any accreditation such as ISO 14001 related to the environment?** *(If yes, provide a Copy of the valid Certificate):* | [Complete] |
| **Does your Company have a written Statement of its Environmental Policy?** *(If yes, provide a Copy)* | [Complete] |
| **Contact person UNDP may contact for requests for clarification during Proposal evaluation** | Name and Title: [Complete]  Telephone numbers: [Complete]  Email: [Complete] |
| **Please attach the following documents:** | * Company Profile, which should not exceed fifteen (15) pages, including printed brochures and product catalogues relevant to the goods/services being procured * Certificate of Incorporation/ Business Registration * Tax Registration/Payment Certificate issued by the Internal Revenue Authority evidencing that the Bidder is updated with its tax payment obligations, or Certificate of Tax exemption, if any such privilege is enjoyed by the Proposer * Trade name registration papers, if applicable * Local Government permit to locate and operate in assignment location, if applicable * Official Letter of Appointment as local representative, if Proposer is submitting a Bid in behalf of an entity located outside the country * Power of Attorney |

## **Form C:** Joint Venture/Consortium/Association Information Form

**This form is not applicable**

|  |  |  |  |
| --- | --- | --- | --- |
| Name of Proposer: | [Insert Name of Bidder] | Date: | Select date |
| RFP reference: | UNDP-TUR-RFP(JAP)-2021/01 | | |

To be completed and returned with your Proposal if the Proposal is submitted as a Joint Venture/Consortium/ Association.

|  |  |  |
| --- | --- | --- |
| **No** | **Name of Partner and contact information** *(address, telephone numbers, fax numbers, e-mail address)* | **Proposed proportion of responsibilities (in %) and type of services to be performed** |
| 1 | [Complete] | [Complete] |
| 2 | [Complete] | [Complete] |
| 3 | [Complete] | [Complete] |

|  |  |
| --- | --- |
| **Name of leading partner**  (with authority to bind the JV, Consortium, Association during the RFP process and, in the event a Contract is awarded, during contract execution) | [Complete] |

We have **attached** a copy of the below document signed by every partner, which details the likely legal structure of and the confirmation of joint and severable liability of the members of the said joint venture:

Letter of intent to form a joint venture ***OR***  JV/Consortium/Association agreement

We hereby confirm that if the contract is awarded, all parties of the Joint Venture/Consortium/Association shall be jointly and severally liable to UNDP for the fulfillment of the provisions of the Contract.

|  |  |
| --- | --- |
| Name of partner: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | Name of partner: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
|  |  |
| Name of partner: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | Name of partner: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |

## **Form D:** QualificationForm

|  |  |  |  |
| --- | --- | --- | --- |
| Name of Proposer: | [Insert Name of Bidder] | Date: | Select date |
| RFP reference: | UNDP-TUR-RFP(JAP)-2021/01 | | |

**Historical Contract Non-Performance**

|  |  |  |  |
| --- | --- | --- | --- |
| Contract non-performance did not occur for the last 3 years | | | |
| Contract(s) not performed for the last 3 years | | | |
| **Year** | **Non- performed portion of contract** | **Contract Identification** | **Total Contract Amount** (current value in US$) |
|  |  | Name of Client:  Address of Client:  Reason(s) for non-performance: |  |

**Litigation History** (including pending litigation)

|  |  |  |  |
| --- | --- | --- | --- |
| No litigation history for the last 3 years | | | |
| Litigation History as indicated below | | | |
| **Year of dispute** | **Amount in dispute** (in US$) | **Contract Identification** | **Total Contract Amount** (current value in US$) |
|  |  | Name of Client:  Address of Client:  Matter in dispute:  Party who initiated the dispute:  Status of dispute:  Party awarded if resolved: |  |

**Previous Relevant Experience**

Please list only previous similar assignments successfully completed in the last 5 years counting back from proposal submission deadline.

List only those assignments for which the Proposer was legally contracted or sub-contracted by the Client as a company or was one of the Consortium/JV partners. Assignments completed by the Proposer’s individual experts working privately or through other firms cannot be claimed as the relevant experience of the Proposer, or that of the Proposer’s partners or sub-consultants, but can be claimed by the Experts themselves in their CVs. **The Proposer shall provide proof documents for the claimed experience by presenting copies of relevant documents and references with the Proposal**.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Project name & Country of Assignment** | **Client & Reference Contact Details** | **Contract Value (in USD equivalent\*)** | **Period of activity and status** | **Types of activities undertaken** |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |

\* Proposer shall convert the currency quoted in the “Certificate of Completion / Statement of Satisfactory Performance” into USD, in accordance with the prevailing UN operational rate of exchange on the contract date stated by “Certificate of Completion”. UN operational rate of exchange are available at the following website: <https://treasury.un.org/operationalrates/OperationalRates.php#E>

*Bidders may also attach their own Project Data Sheets with more details for assignments above.*

  Attached are the Certificate of Completion / Statements of Satisfactory Performance from the Top 3 (three) Clients or more.

**Financial Standing**

|  |  |
| --- | --- |
| **Annual Turnover for the last 3 years (2018, 2019 and 2020)** | Year       USD  Year       USD  Year       USD |
| **Latest Credit Rating (if any), indicate the source** |  |

|  |  |  |  |
| --- | --- | --- | --- |
| **Financial information**  (in US$ equivalent) | **Historic information for the last 3 years (2018, 2019 and 2020)** | | |
|  | Year 1 | Year 2 | Year 3 |
|  | *Information from Balance Sheet* | | |
| Total Assets (TA) |  |  |  |
| Total Liabilities (TL) |  |  |  |
| Current Assets (CA) |  |  |  |
| Current Liabilities (CL) |  |  |  |
|  | *Information from Income Statement* | | |
| Total / Gross Revenue (TR) |  |  |  |
| Profits Before Taxes (PBT) |  |  |  |
| Net Profit |  |  |  |
| Current Ratio |  |  |  |

**For USD Equivalent;** Proposers shall convert the currency into USD by using the UN operational rate of exchange which was effective for 31st December of each corresponding year. UN operational rate of exchange are available at the following website: [https://treasury.un.org/operationalrates/OperationalRates.php#](https://treasury.un.org/operationalrates/OperationalRates.php)E

 Attached are copies of the audited financial statements (balance sheets, including all related notes, and income statements) for the years required above complying with the following condition:

* 1. Must reflect the financial situation of the Bidder or party to a JV, and not sister or parent companies;
  2. Historic financial statements must be audited by a certified public accountant;
  3. Historic financial statements must correspond to accounting periods already completed and audited. No statements for partial periods shall be accepted.
  4. Proposers whose accounts have not yet been audited for 2020, shall submit audited financial statements for 2017, 2018, and 2019.

## **Form E:** Format ofTechnical Proposal

|  |  |  |  |
| --- | --- | --- | --- |
| Name of Proposer: | [Insert Name of Bidder] | Date: | Select date |
| RFP reference: | UNDP-TUR-RFP(JAP)-2021/01 | | |

The Proposer’s proposal should be organized to follow this format of Technical Proposal. Where the proposer is presented with a requirement or asked to use a specific approach, the proposer must not only state its acceptance, but also describe how it intends to comply with the requirements. Where a descriptive response is requested, failure to provide the same will be viewed as non-responsive.

**SECTION 1: Proposer’s qualification, capacity and expertise**

* 1. Brief description of the organization, including the year and country of incorporation, and types of activities undertaken.
  2. General organizational capability which is likely to affect implementation: management structure, financial stability and project financing capacity, project management controls, extent to which any work would be subcontracted (if so, provide details).
  3. Relevance of specialized knowledge and experience on similar engagements done in the region/country.
  4. Quality assurance procedures and risk mitigation measures.
  5. Gender and Women’s Empowerment Policy of the Proposer: The Proposers shall explain their current gender and women’s empowerment policies in place and the facilities especially provided to women employees. The Proposers shall provide gender composition of their workforce as a total and at managerial levels (in number and %) and explain whether the ownership and managerial positions are occupied by women.
  6. Organization’s commitment to sustainability.

**SECTION 2: Proposed Methodology, Approach and Implementation Plan**

This section should demonstrate the proposer’s responsiveness to the TOR by identifying the specific components proposed, addressing the requirements, providing a detailed description of the essential performance characteristics proposed and demonstrating how the proposed approach and methodology meets or exceeds the requirements. All important aspects should be addressed in sufficient detail and different components of the project should be adequately weighted relative to one another.

* 1. A detailed description of the approach and methodology for how the Proposer will achieve the Terms of Reference of the project, keeping in mind the appropriateness to local conditions and project environment. Details how the different service elements shall be organized, controlled and delivered.
  2. The methodology shall also include details of the Proposer’s internal technical and quality assurance review mechanisms.
  3. Explain whether any work would be subcontracted, to whom, how much percentage of the work, the rationale for such, and the roles of the proposed sub-contractors and how everyone will function as a team.
  4. Description of available performance monitoring and evaluation mechanisms and tools; how they shall be adopted and used for a specific requirement.
  5. Implementation plan including a Gantt Chart or Project Schedule indicating the detailed sequence of activities that will be undertaken and their corresponding timing.
  6. Demonstrate how you plan to integrate sustainability measures in the execution of the contract.
  7. Any other comments or information regarding the project approach and methodology that will be adopted.

**SECTION 2A: Proposer’s Comments and Suggestions on the Terms of Reference**

Provide comments and suggestions on the Terms of Reference, or additional services that will be rendered beyond the requirements of the TOR, if any.

**SECTION 3: Management Structure and Key Personnel**

* 1. Describe the overall management approach toward planning and implementing the project. Include an organization chart for the management of the project describing the relationship of key positions and designations. Provide a spreadsheet to show the activities of each personnel and the time allocated for his/her involvement.
  2. The proposers should explain the titles, responsibilities and profiles of all key and non-key personnel that are supposed to be mobilized during the project schedule in their proposal.
  3. Provide CVs for key personnel that will be provided to support the implementation of this project using the format below. CVs should demonstrate qualifications in areas relevant to the Scope of Services.

**Format for CV of Proposed Key Personnel**

|  |  |
| --- | --- |
| **Name of Personnel** | [Insert] |
| **Position for this assignment** | [Insert] |
| **Nationality** | [Insert] |
| **Language proficiency** | [Insert] |
| **Education/ Qualifications** | *[Summarize college/university and other specialized education of personnel member, giving names of schools, dates attended, and degrees/qualifications obtained.]* |
| [Insert] |
| **Professional certifications** | *[Provide details of professional certifications relevant to the scope of goods and/or services]* |
| * Name of institution: [Insert] * Date of certification: [Insert] |
| **Employment Record/ Experience** | *[List all positions held by personnel (starting with present position, list in reverse order), giving dates, duration (month.year-month.year), names of employing organization, title of position held and location of employment. For experience in last five years, detail the type of activities performed, degree of responsibilities, location of assignments and any other information or professional experience considered pertinent for this assignment.]* |
| [Insert] |
| **References** | *[Provide names, addresses, phone and email contact information for two (2) references]* |
| Reference 1:  [Insert]  Reference 2:  [Insert] |

I, the undersigned, certify that to the best of my knowledge and belief, these data correctly describe my qualifications, my experiences, and other relevant information about myself.

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signature of Personnel Date (Day/Month/Year)

## **Form F:** Financial Proposal Submission Form

**Note: This Form shall be submitted as a password protected document through e-Tendering**

|  |  |  |  |
| --- | --- | --- | --- |
| Name of Proposer: | [Insert Name of Bidder] | Date: | Select date |
| RFP reference: | UNDP-TUR-RFP(JAP)-2021/01 | | |

We, the undersigned, offer to provide the services for “Information and Communication Technologies (ICT) Training Delivery” in accordance with your Request for Proposal No. UNDP-TUR-RFP(JAP)-2021/01 and our Proposal. We are hereby submitting our Proposal, which includes this Technical Proposal and our Financial Proposal sealed under a separate envelope.

Our attached Financial Proposal is for the sum of [Insert amount in words and figures].

Our Proposal shall be valid and remain binding upon us for the period of time specified in the Bid Data Sheet.

We understand you are not bound to accept any Proposal you receive.

Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Title: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

[*Stamp with official stamp of the Bidder*]

## **Form G:** Financial ProposalForm

**Note: This Form shall be submitted as a password protected document through e-Tendering**

|  |  |  |  |
| --- | --- | --- | --- |
| Name of Proposer: | [Insert Name of Bidder] | Date: | Select date |
| RFP reference: | UNDP-TUR-RFP(JAP)-2021/01 | | |

The Proposer is required to prepare the Financial Proposal following the below format and submit it through e-Tendering as a password protected document. Any Financial information provided in the Technical Proposal shall lead to Proposer’s disqualification.

The Financial Proposal should align with the requirements in the Terms of Reference and the Proposer’s Technical Proposal.

The contract price is based on the table given in ”M. Price and Schedule of Payments” of Section 5. Terms of Reference.

**Currency of the proposal:** United States Dollar

**Table 1: Summary of Overall Prices**

|  |  |
| --- | --- |
|  | **Amount(s) (USD)** |
| **Professional Fees** (from Table 2) |  |
| **Other Costs** (from Table 3) |  |
| **Total Amount of Financial Proposal[[1]](#footnote-1)** |  |

**Table 2: Breakdown of Professional Fees**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Name and Surname** | **Position** | **Unit** | **Quantity** | **Unit Price (USD)** | **Total Amount (USD)** |
| *A* | *B* | *C=A\*B* |
|  | Project Coordinator | Day |  |  |  |
|  | Lead Trainer | Day |  |  |  |
| N/A | Trainers for Ankara (including Bootcamp) | Hour | 610 |  |  |
| N/A | Trainers for Bursa | Hour | 450 |  |  |
| N/A | Trainers for Kocaeli | Hour | 450 |  |  |
| N/A | Trainers for İstanbul | Hour | 450 |  |  |
| N/A | Trainers for Şanlıurfa | Hour | 450 |  |  |
| **Subtotal Professional Fees (USD):** | | | | |  |

**Table 3: Breakdown of Other Costs**

|  |  |
| --- | --- |
| **Description** | **Amount (USD)** |
| Printing Cost of Training and Bootcamp Materials |  |
| Catering Expense |  |
| International Front-End Web Development Certification Costs |  |
| Bootcamp Kits Expenses |  |
| Other Costs: (please specify) |  |
| **Subtotal Other Costs (USD):** |  |

**Table 4: Breakdown of Price per Deliverable/Activity**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Deliverable-1: Inception Report** | | | | | | |
| **Price Item** | **Unit** | **Quantity** | | **Unit Price (USD)** | | **Total Amount (USD)** |
| Project Coordinator | Day |  | |  | |  |
| Lead Trainer | Day |  | |  | |  |
| Other Costs (Please specify) |  |  | |  | |  |
| **Sub-total for Deliverable-1 (USD):** | | | | | |  |
| **Deliverable-2: Selection of the participants, Curriculum and Finalized Training and Bootcamp Materials** | | | | | | |
| **Price Item** | **Unit** | **Quantity** | | **Unit Price (USD)** | | **Total Amount (USD)** |
| Project Coordinator | Day |  | |  | |  |
| Lead Trainer | Day |  | |  | |  |
| Other Costs (Please specify) |  |  | |  | |  |
| **Sub-total for Deliverable-2 (USD):** | | | | | |  |
| **Deliverable-3: Implementation of 150 hours of training in Ankara** | | | | | | |
| **Price Item** | | **Unit** | **Unit Price (USD)** | | **Quantity** | **Total Amount (USD)** |
| Trainer Fee Rate for Ankara | | Hour |  | | 450 |  |
| Catering expense | | Day |  | | 40 |  |
| Printing training materials | | Set |  | | 40 |  |
| Other Costs (Please specify) | |  |  | |  |  |
| **Sub-total for Deliverable-3 (USD):** | | | | | |  |
| **Deliverable-4: Implementation of 150 hours of training in Bursa** | | | | | | |
| **Price Item** | | **Unit** | **Unit Price (USD)** | | **Quantity** | **Total Amount (USD)** |
| Trainer Fee Rate for Bursa | | Hour |  | | 450 |  |
| Catering expense | | Day |  | | 40 |  |
| Printing training materials | | Set |  | | 40 |  |
| Other Costs (Please specify) | |  |  | |  |  |
| **Sub-total for Deliverable-4 (USD):** | | | | | |  |
| **Deliverable-5: Implementation of 150 hours of training in Kocaeli** | | | | | | |
| **Price Item** | | **Unit** | **Unit Price (USD)** | | **Quantity** | **Total Amount (USD)** |
| Trainer Fee Rate for Kocaeli | | Hour |  | | 450 |  |
| Catering expense | | Day |  | | 40 |  |
| Printing training materials | | Set |  | | 40 |  |
| Other Costs (Please specify) | |  |  | |  |  |
| **Sub-total for Deliverable-5 (USD):** | | | | | |  |
| **Deliverable-6: Implementation of 150 hours of training in İstanbul** | | | | | | |
| **Price Item** | | **Unit** | **Unit Price (USD)** | | **Quantity** | **Total Amount (USD)** |
| Trainer Fee Rate for İstanbul | | Hour |  | | 450 |  |
| Catering expense | | Day |  | | 40 |  |
| Printing training materials | | Set |  | | 40 |  |
| Other Costs (Please specify) | |  |  | |  |  |
| **Sub-total for Deliverable-6 (USD):** | | | | | |  |
| **Deliverable-7: Implementation of 150 hours of training in Şanlıurfa** | | | | | | |
| **Price Item** | | **Unit** | **Unit Price (USD)** | | **Quantity** | **Total Amount (USD)** |
| Trainer Fee Rate for Şanlıurfa | | Hour |  | | 450 |  |
| Catering expense | | Day |  | | 40 |  |
| Printing training materials | | Set |  | | 40 |  |
| Other Costs (Please specify) | |  |  | |  |  |
| **Sub-total for Deliverable-7 (USD):** | | | | | |  |
| **Deliverable-8: Interim Report** | | | | | | |
| **Price Item** | **Unit** | **Quantity** | | **Unit Price (USD)** | | **Total Amount (USD)** |
| Project Coordinator | Day |  | |  | |  |
| Lead Trainer | Day |  | |  | |  |
| Other Costs (Please specify) |  |  | |  | |  |
| **Sub-total for Deliverable-8 (USD):** | | | | | |  |
| **Delivearble-9: Organization of the Bootcamp** | | | | | | |
| **Price Item** | | **Unit** | **Unit Price (USD)** | | **Quantity** | **Total Amount (USD)** |
| Trainer Fee Rate | | Hour |  | | 160 |  |
| Printing bootcamp training materials | | Set |  | | 40 |  |
| Bootcamp Kits Expenses | | Set |  | | 40 |  |
| Other Costs (Please specify) | |  |  | |  |  |
| **Sub-total for Delivearable-9 (USD):** | | | | | |  |
| **Deliverable-10: Access of 25 Successful Students to Internationally Certification** | | | | | | |
| **Price Item** | | **Unit** | **Unit Price (USD)** | | **Quantity** | **Total Amount (USD)** |
| International Front-End Web Development Exam Fee | | **Piece** |  | | **25** |  |
| Other Costs (Please specify) | |  |  | |  |  |
| **Sub-total for Deliverable-10 (USD):** | | | | | |  |
| **Deliverable-11: Draft Final Report and Final Report** | | | | | | |
| **Price Item** | **Unit** | **Quantity** | | **Unit Price (USD)** | | **Total Amount (USD)** |
| Project Coordinator | Day |  | |  | |  |
| Lead Trainer | Day |  | |  | |  |
| Other Costs (Please specify) |  |  | |  | |  |
| **Sub-total for Deliverable-11 (USD[[2]](#footnote-2)):** | | | | | |  |

**Table 5: Fee Rate for Online Class Training**

|  |  |  |
| --- | --- | --- |
| **Price Item** | **Unit** | **Unit Price (USD)** |
| Trainer Fee Rate for Online Class**[[3]](#footnote-3)** | Hour |  |

1. **Total Amount of Financial Proposal shall be the basis for financial evaluation of the proposals and contract amount for the successful proposer. Contractor shall not be entitled to receive any additional payment beyond the Contract Amount.** [↑](#footnote-ref-1)
2. **“Sub-total for deliverable-11: Final Report” shall not be less than 20% of “Total Amount of Financial Proposal” defined in Table 1: Summary of Overall Prices.**  [↑](#footnote-ref-2)
3. **“Trainer Fee Rate for Online class” shall not be the basis for financial evaluation of the proposals and contract amount for the successful proposer. “Trainer Fee Rate for Online class” shall not be higher/more than normal “Trainer Fee Rate”.** [↑](#footnote-ref-3)