**Annex 2b**

**FORM FOR SUBMITTING SERVICE PROVIDER’S FINANCIAL PROPOSAL**

***(This Form must be submitted only using the Service Provider’s Official Letterhead/Stationery in a separate password-protected file with a corresponding note)***

[insert: Location].

[insert: Date]

To: Zhanat Tileumuratova

Procurement Coordinator

UNDP Kazakhstan

Dear Sir/Madam:

We, the undersigned, hereby offer to render the following services to UNDP in conformity with the requirements defined in the RFP-2021-059 dated August 18, 2021 and all of its annexes, as well as the provisions of the UNDP General Contract Terms and Conditions:

1. **Cost Breakdown per Deliverable (percentage)**

|  |  |  |  |
| --- | --- | --- | --- |
|  | **Deliverables**  ***[list them as referred to in the RFP]*** | **Percentage of Total Price *(Weight for payment)*** | **Price**  ***(Lump Sum in KZT, All Inclusive)*** |
| 1 | **Deliverable 1**  Develop and submit a Plan for promoting the concept of «Vision Zero».  *Expected result: The Concept Promotion Plan agreed with the Ministry* | 20% |  |
| 2 | **Deliverable 2**  Make a presentation of the «Vision Zero» Concept for the regions  *Expected result: Minutes of the Presentation, list of participants;* |
| 3 | **Deliverable 3**  Ensure the implementation of the «Vision Zero» Concept Promotion Plan.  *Expected result: 2022 Quarterly reports, with attached documents and links;* | 30% |  |
| 30% |  |
| 4 | **Deliverable 4**  Provide a final analytical report, including:  - information about the promotion of the concept;  - assessment of the effectiveness of the «Vision Zero» project in reducing injuries and disabilities, creating conditions for the safe and unimpeded movement of people with disabilities who have difficulties and limitations in movement in the regions;  - recommendations for the inclusion of the concept of «Vision Zero» or its individual provisions in legislative acts and by-laws, strategic and program documents.  *Expected result: Final analytical report.* | 20% |  |
|  | GRAND Total | 100% |  |

*\*This shall be the basis of the payment tranches*

1. **Cost Breakdown by Cost Component:**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Description of Activity** | **Remuneration per Unit of Time** | **Total Period of Engagement** | **No. of Personnel** | **Total Rate** |
| **I. Personnel Services** |  |  |  |  |
| Project manager |  |  |  |  |
| Public relations Expert |  |  |  |  |
| An expert in the field of content creation |  |  |  |  |
| Senior Expert in the field of urban studies |  |  |  |  |
| Junior Expert in the field of urban studies |  |  |  |  |
| **II. Out of Pocket Expenses** |  |  |  |  |
| **1. Travel Costs** |  |  |  |  |
| **2. Daily Allowance** |  |  |  |  |
| **3. Communications** |  |  |  |  |
| **4. Others** |  |  |  |  |
| **iII. Other Related Costs** |  |  |  |  |
| **IV. VAT (if applicable)** |  |  |  |  |
| **Total amount (indicate the total amount of the services including VAT, if it is applicable)** |  |  |  |  |

*[Name and Signature of the Service Provider’s Authorized Person]*

*[Designation]*