**Section III: Returnable Bidding Forms - Financial Envelope**

**Decarbonize Captive Power Market for Industrial Decarbonization (Indonesia)**

**eSourcing reference: RFP/2024/51178**

Note to Offerors: The following returnable forms are part of this RFP and must be completed and returned by offerors as part of their Proposal. Instructions to complete each Form are highlighted in blue in each Form. Please complete the Returnable Bidding Forms as instructed and return them as part of your proposal by uploading them against their specific Document Checklist in the UNOPS eSourcing system. Please ensure that the financial information in your proposal is uploaded in the financial envelope checklist under the Financial Offer Details tab of the eSourcing system.

This Section comprises the following Returnable Bidding Forms:

* Form C: Financial Proposal Form

**Form C: Financial Proposal Form**

RFP reference no: **RFP/2024/51178**

Name of Offeror: **[insert name of offeror]**

The Proposer is required to prepare the Financial Proposal following the below format and be submitted in an envelope separate from the rest of the RFP as indicated in the Instruction to Offerors. Please ensure that this form is uploaded in the financial envelope checklist under the Financial Offer Details tab of the eSourcing system.

The financial proposal must be submitted in **USD**

The Financial Proposal must be filled in both Tables 1 and 2 below (for which the total amount should match), including provision of a detailed cost breakdown. Provide separate figures for each functional grouping or category. The format includes specific expenditures under Table 2, which may or may not be required or applicable but are indicated to serve as examples. Offerors may adjust the name of expenditures under Table 2 if necessary.

**Table 1: Cost breakdown per deliverable/output**

| **Item No.** | **Deliverables** | **Percentage of Total Price (Weight for payment)** | **Total Price USD** |
| --- | --- | --- | --- |
| 1 | Inception Report including a communications plan and outline of all main reports**\*** | 10% of lump sum component of the contract  (excluding non-personnel reimbursement costs) | [Please insert price] |
| 2 | Mapping the national captive power market and its economic impact**\*** | 25% of lump sum component of the contract (excluding non-personnel reimbursement costs) | [Please insert price] |
| 3 | Site selection for Net Zero Industrial Park (NZIP)  and identifying suitable industrial sectors**\*** | 20% of lump sum component of the contract (excluding non-personnel reimbursement costs) | [Please insert price] |
| 4 | Competitive procurement framework for the  electricity supply to the NZIP**\*** | 5% of lump sum component of the contract (excluding non-personnel reimbursement costs) | [Please insert price] |
| 5 | Sectoral and regional challenges and opportunities: assessment of industrial processes and energy options across different sectors and regions**\*** | 25% of lump sum component of the contract (excluding non-personnel reimbursement costs) | [Please insert price] |
| 6 | Contribute and provide feedback on the Industrial Subsectors Decarbonization Roadmap | 5% of lump sum component of the contract (excluding non-personnel reimbursement costs) | [Please insert price] |
| 7 | Final Report**\*** | 10% of lump sum component of the contract (excluding non-personnel reimbursement costs) | [Please insert price] |
| Continuous  - Contract  Monitoring  Reporting  Schedules | Contract monitoring monthly progress report:  In addition to the listed deliverables, the  consultant will need to provide monthly  progress reports as per the provided template.  Failure to submit this report will result in the  payments being withheld. | Monthly | N/A |
| **Total personnel costs (USD)** | | | **[Insert total personnel costs]** |
| **\*Total non-personnel costs (USD)** | | | **[Insert total non-personnel costs]** |
| **Total financial proposal (USD) = Total personnel costs + Total non-personnel costs** | | | **[Insert total price]** |

**\*Note:** *Deliverables 1, 2, 3, 4, 5 and 7 contain non-personnel costs (i.e., organisation of workshops and site visits). The bidder is required to provide non-personnel cost breakdown in their financial proposal (Table 2 below) for organising and executing all aspects of the workshops as well as for conducting site visits.*

* *For organisation of workshops, the non-personnel costs may include the costs associated with travel/logistical arrangements, inviting participants and speakers, booking the venue, and executing the actual workshops, etc.*
* *For site visit activities, the non-personnel costs may include transportation, accommodation, daily subsistence allowance, etc.*

**Table 2: Cost breakdown per component**

Offerors are requested to provide the cost breakdown for the above given prices based on the following format. UNOPS shall use the cost breakdown for the price reasonability assessment purposes as well as the calculation of price in the event that both parties agree to a contract amendment in the future.

| **Cost Component** | **Qty**  **(number of days)** | **No. of Personnel** | **Remuneration per Unit**  **(daily rate)** | **Total Rate for the Period (USD)** |
| --- | --- | --- | --- | --- |
| **Personnel costs (lump sum payment)** | | | | |
| 1. Team Lead |  |  |  |  |
| 2. Coal Power Plant Specialist |  |  |  |  |
| 3. Energy Efficiency Specialist (Industry) |  |  |  |  |
| 4. Investment Specialist |  |  |  |  |
| 5. Economist |  |  |  |  |
| 6. Additional positions (if any) |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
| **Total personnel costs (USD)** | | | |  |

| **Cost Component** | **Qty**  **(number of days)** | **Unit Rate** | **Quantity** | **Total Cost (USD)** |
| --- | --- | --- | --- | --- |
| **Non-personnel costs** | | | | |
| **Organization of Inception Workshop under Deliverable 1** (lump sum payment)  Please provide a breakdown of all non-personnel costs for *the organisation of Inception Workshop*. This may include the costs associated with travel/logistical arrangements, inviting participants and speakers, booking the venue, and executing the actual workshop, etc. as required by the TOR. | | | | |
| Meeting venue in Greater Jakarta area inclusive of two coffee breaks and lunch for 50 offline participants | 1 |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
| **Organization of Consultation Workshop under Deliverable 2** (lump sum payment)  Please provide a breakdown of all non-personnel costs for *the organisation of Consultation Workshop*. This may include the costs associated with travel/logistical arrangements, inviting participants and speakers, booking the venue, and executing the actual workshop, etc. as required by the TOR. | | | | |
| Meeting venue in Greater Jakarta area inclusive of two coffee breaks and lunch for 50 offline participants | 1 |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
| **Organization of Consultation Workshop under Deliverable 3** (lump sum payment)  Please provide a breakdown of all non-personnel costs for *the organisation of Consultation Workshop*. This may include the costs associated with travel/logistical arrangements, inviting participants and speakers, booking the venue, and executing the actual workshop, etc. as required by the TOR. | | | | |
| Meeting venue in Greater Jakarta area inclusive of two coffee breaks and lunch for 50 offline participants | 1 |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
| **Organization of Consultation Workshop under Deliverable 4** (lump sum payment)  Please provide a breakdown of all non-personnel costs for *the organisation of Consultation Workshop*. This may include the costs associated with travel/logistical arrangements, inviting participants and speakers, booking the venue, and executing the actual workshop, etc. as required by the TOR. | | | | |
| Meeting venue in Greater Jakarta area inclusive of two coffee breaks and lunch for 50 offline participants | 1 |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
| **Organization of Consultation Workshop under Deliverable 5** (lump sum payment)  Please provide a breakdown of all non-personnel costs for *the organisation of Consultation Workshop*. This may include the costs associated with travel/logistical arrangements, inviting participants and speakers, booking the venue, and executing the actual workshop, etc. as required by the TOR. | | | | |
| Meeting venue in Greater Jakarta area inclusive of two coffee breaks and lunch for 50 offline participants | 1 |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
| **Organization of Consultation Workshop under Deliverable 7** (lump sum payment)  Please provide a breakdown of all non-personnel costs for *the organisation of Consultation Workshop*. This may include the costs associated with travel/logistical arrangements, inviting participants and speakers, booking the venue, and executing the actual workshop, etc. as required by the TOR. | | | | |
| Meeting venue in Greater Jakarta area inclusive of two coffee breaks and lunch for 50 offline participants | 1 |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
| **Other non-personnel costs, if applicable (provide details)** | | | | |
| Site visit for Deliverable 3 (reimbursable) | 2 nights (3 days) x 3 PAX |  | 2 trips |  |
| Site visit for Deliverable 5 (lump sum) | 4 nights x 3 PAX |  | 8 trips |  |
|  |  |  |  |  |
|  |  |  |  |  |
| **Total non-personnel costs (USD)** | | | |  |
| **Total financial proposal (USD) = Total personnel costs + Total non-personnel costs** | | | |  |

**NOTE:**

1. **Total amount in table 1 and table 2 should be the same**
2. **In case applicable tax is included, please provide a separate line for the tax**

The discounts offered, if applicable, and the methodology for their application are:

* **Discounts**: If our proposal is accepted, the following discounts shall apply. [Specify in detail each discount offered and the specific item of the Schedule of Requirements to which it applies, including if applicable discounts for accelerated payment.]
* **Methodology of application of the discounts**: The discounts shall be applied using the following method: [Specify in detail the method that shall be used to apply the discounts];

**List of subcontractors or suppliers**

Offeror must identify the names of all subcontractors/suppliers who will be providing good/services under this contract and the type of work being subcontracted, if applicable.

1. \_[Full legal name and address of subcontractors]\_\_\_\_\_\_\_\_\_\_\_
2. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
3. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

I, the undersigned, certify that I am duly authorized by [***insert full name of Offeror***] to sign this Proposal and bind [***insert full name of Offeror***] should UNOPS accept this Proposal:

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

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

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

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