# Part 5: PROPOSAL SUBMISSION FORMS

# Annex 5: FINANCIAL PROPOSAL SUBMISSION FORM RFP 22-3425

**1. STANDARD FARE QUOTES FOR SECTORS FREQUENTLY TRAVELLED:**

Note:

1. All fares quotes to be in **EUROS** which will be converted at the time of evaluation at the current exchange rate applicable all tax inclusive.
2. The workshop/meeting dates for all the travels listed below is from 24th to 28th November and ensure that participants/staff are to arrive at the venue at least 24 hrs before the start of the meeting/workshop.
3. Only one set of fares should be provided for each route for evaluation purpose.
4. For the proposed route the bidder has to provide fares with demonstrated best value for money.
5. All fares provided are to be flexible fares.

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| --- | --- | --- |
| **DESTINATION** | **PROPOSED ROUTE**  **(Most direct and economical)** | **FLEXIBLE AND MOST ECONOMICAL AIRFARE** |
| Noumea/Suva/Noumea |  |  |
| Noumea/Pohnpei/Noumea |  |  |
| Noumea/Honiara/Noumea |  |  |
| Noumea/Port Moresby/Noumea |  |  |
| Noumea/New York/Noumea |  |  |
| Noumea/Alofi/Noumea |  |  |
| Noumea/Tarawa/Noumea |  |  |
| Noumea/Pago Pago/Noumea |  |  |
| Noumea/Paris/Noumea |  |  |
| Noumea/Bangkok/Noumea |  |  |
| Suva/Noumea/Suva |  |  |
| Suva/Pohnpei/Suva |  |  |
| Suva/Honiara/Suva |  |  |
| Suva/Port Moresby/Suva |  |  |
| Suva/New York/Suva |  |  |
| Suva/Alofi/Suva |  |  |
| Suva/Tarawa/Suva |  |  |
| Suva/Pago Pago/Suva |  |  |
| Suva/Paris/Suva |  |  |
| Suva/Bangkok/Suva |  |  |
| Honiara/Suva/ Honiara |  |  |
| Pohnpei/Suva/Pohnpei |  |  |

1. **OTHER INCENTIVES AND BENEFITS**

|  |  |
| --- | --- |
|  | **Details** |
| Discount allowed on payments |  |
| Credit terms |  |
| Other incentives such as Airline club membership/Lounge access |  |

1. **SERVICE AND TRANSACTION FEES**

|  |  |
| --- | --- |
| **Service and transactional fees** | **Euros** |
| * Ticket issuance fees |  |
| * Visa application charges (excluding consulate visa fees) |  |
| * Meet and greet fees (excluding transportation cost) |  |
| * Any other service fees (please provide details) |  |

1. **TRANSITION COST**

|  |  |
| --- | --- |
| **Transitional requirements** | **Euros** |
| * Any transitional cost including staff training, system integration and change management |  |

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| **For the Bidder:** *[insert name of the company]* |
| Signature:  Name of the Bidder’s representative: *[insert name of the representative]*  Title: *[insert Title of the representative]* |
| Date: *[Click or tap to enter a date]* |