# Annex 5: FINANCIAL PROPOSAL SUBMISSION FORM

### BIDDER’S FINANCIAL PROPOSAL

The bidders are required to provide their professional fees on daily basis and the total professional fees for the days the work is required to be performed in the below table:

|  |  |  |
| --- | --- | --- |
| Services description | Lump sum Price *[Currency]* | Total Amount [Insert currency] |
| Professional Fees | Daily Rate | *[total amount]* |
| Total Professional Fees *- [Insert total days Bidding for]* | Total lump sum | *[total amount]* |

The consultant may provide any additional costs (travel and other related cost) in relation to this consultancy services. This will be reimbursed by the SPC based on actual expenses incurred and upon submission of receipts acquittals for those expenses. The costs must solely be for the purpose of implementation of project activities and will require prior approval from Project manager before it is incurred. For travel, after considering the budget, SPC may decide to arrange airfare and DSA directly if it is more cost effective. Please include these costs here:

|  |  |  |
| --- | --- | --- |
| Other costs | | |
| Item description | Total Amount [Insert Currency] | |
| *[Item description]* | *[total amount]* | |
| *[Item description]* | *[total amount]* | |
| *[Item description]* | *[total amount]* | |
| *[Item description]* | *[total amount]* | |
| **Total Other costs** | | *[Total]* |

|  |  |
| --- | --- |
| Total Professional Fees | *[total amount]* |
| Total other costs | *[total other costs]* |
| **GRAND TOTAL IN** [Insert currency] | *[total amount]* |

|  |
| --- |
| **For the Bidder:** *[insert name of the company]* |
| Signature:  Name of the representative: *[insert name of the representative]*  Title: *[insert Title of the representative]* |