

## Annex D: Price Proposal

### Section 01: General Instructions on Submission of Financial Bid

#### A. FEE CALCULATION

The Bidders' fee shall be submitted as fixed unit prices for each required service.

The Bidders shall also submit the breakdown costs for manpower daily rates, which might be used to calculate possible contract variations or other special services.

1. **Lump Sum Method:** For projects with a known scope, UNICEF may request the Bidders to provide a lump sum for that project. This lump sum must be calculated utilizing the rates agreed within the LTA and will be inclusive of all costs.

Offers shall be valid for the duration of the agreement and shall be inclusive of all charges, insurances, overheads, head office charges, expenses, national payments, or any other costs associated with delivering the particular service. No increase in the lump sum method will be considered for change in cost estimate unless a clear increase or change in scope is agreed with UNICEF.

2. **Manpower Time Method:** UNICEF may appoint the Bidders based on time charges depending on the scale and nature of the particular project. UNICEF may agree for works to be carried out and charged based on time spent (subject to the approval of timesheets) at the daily rates provided. The UNICEF may seek to agree on a maximum time to be spent.

These rates will be the basis of the calculation of the fees and shall be valid for the duration of the Agreement and shall be inclusive of all charges, insurances, overheads, head office charges, expenses, national payments, or any other costs associated with delivering the particular service.

**The proposed 'Lump Sum' fee shall be based on, and be consistent with, the proposed 'Time Method' fee.**

#### B. GENERAL FEE REQUIREMENTS

The following items shall be included where indicated in all rates and agreed fees for the projects:

Bidders must include in their scope of work/services and price any work/services activities necessary to complete the project as per existing conditions at the site to the satisfaction of UNICEF.

**Bidders can submit offers for one or more services.**

UNICEF will assume that the costs indicated in the price offer should include all costs and benefits related to labor, including but not limited to:

- Head office overhead charges.
- Communication & Travel expenses to the sites or any needed travel for inspection, coordination, or supervision of the work.
- Time lost due to inclement weather.
- Bonuses and all other incentive payments.

- Contribution to training levy and all statutory contributions.
- Contributions for annual and public holidays.
- Safety and welfare facilities.
- Workmen's compensation and third-party liability insurance, sick pay, or insurance in respect thereof.
- Obligations for redundancy payments.
- Engineering tool and instrument allowance, including use, repair, and upkeeping of engineering tools and instruments.
- Protective clothing and safety personnel protection.

## Section 02: PRICE PROPOSAL

### A. MANPOWER DAILY RATES

Service Description	Unit	Unit Price
a) Project Manager with min 10 years of professional experience in relevant engineering projects.	Man-day <sup>1</sup>	
b) Electrical Engineer with min 5 years of relevant professional experience.	Man-day	
c) Mechanical Engineer with min 5 years of relevant professional experience.	Man-day	
d) Architect with min 5 years of relevant professional experience.	Man-day	
e) Structural/Civil Engineer with min 7 years of relevant professional experience.	Man-day	
f) Supervisor Engineer with min 5 years of relevant professional experience.	Man-day	

*Note: Experience shall be related to the SoW and experience in the relevant services, including climate change adaptation and accessibility*

### B. LUMPSUM AND MANPOWER PROJECT-BASED PRICE PROPOSAL

Service Description	Criteria	Price <sup>2</sup>	Unit	Price <sup>3</sup>	Unit
Energy audit	1-20 site		USD/m <sup>2</sup>		USD
	20-50 site				
	50 and above				
Load assessment & Project design	1-20 site		USD/kWp		USD
	20-50 site				
	50 and above				

<sup>1</sup> Day is 8 working hours

<sup>2</sup> Pricing scenario based on lumpsum.

<sup>3</sup> Pricing scenario based on manpower.

	20-50 site				
	50 and above				
<b>Site inspection, QA &amp; commissioning</b>	Lumpsum		USD/kWp per site		USD
<b>Site supervision and QA of electro-mechanical and civil components</b>	Lumpsum		USD per site		USD
<b>Training and Capacity Building</b>	Lumpsum		USD per site		USD
<b>Engineering support for project evaluation</b>	Lumpsum		USD per project		USD
<b>Failure analysis</b>	1-20 site		USD per project		USD
	20-50 site				
	50 and above				
<b>Solar water heater design</b>	1-20 site		USD/unit		USD
	20-50 site				
	50 and above				

