# Instructions:

The purpose of this financial proposal is to define as precisely as possible how prices are set for your cash transfer services. Given the complexity of the technical solutions, this annex is composed of several sections, the details of which are as follows:

* ***Part I - Pricing:*** 
  + Please answer for each lot you are bidding for.
  + Please indicate your prices for the list of cost categories indicated.
  + For each service, please indicate whether the price is subject to any form of variation and specify the pricing mechanism in such cases.
  + The list of cost categories is not exhaustive, and bidders are invited to add the cost categories that are appropriate to the requirements explained by DRC.
  + In case of equipment delivery, INCOTERM 2020 selected is: *Delivery Duty Paid to DRC*
* ***Part II - Validity and completeness of the quotation:***
  + Please fill all the fields

Tenderers are invited to answer all the questions contained in this questionnaire. However, any additional information, brochure, internal price list allowing the DRC to carry out simulations is welcome.

## Financial Proposal

### LOT 1: Electronic vouchers

|  |  |  |  |
| --- | --- | --- | --- |
| **Electronic vouchers**  **Pricing Structure** | **Price including taxes** | **Price is subject to variation?** | **Detail of price variation mechanisms** |
| Rental of electronic equipment for the duration of the program (for vendors) |  | ☐Yes ☐No |  |
| Purchase of electronic equipment, including plastic cards |  | ☐Yes ☐No |  |
| Specify the amount you can load to the cards per day (individually per card and in total for the bulk) |  | ☐Yes ☐No |  |
| Service fee for an amount of 100 000 USD |  | ☐Yes ☐No |  |
| Specify the rate of service charges applied regardless of the amount of the transactions (in %) |  | ☐Yes ☐No |  |
| Training of relevant DRC staff in the use of the platform (please describe in “Detail of price variation mechanisms” section whether the training costs are per persons trained, per session, per year etc.) |  | ☐Yes ☐No |  |
| Others: Detailed reporting or fund tracking costs |  | ☐Yes ☐No |  |
| Others: Costs associated to refunding DRC any unclaimed balances in cards/account by the end of the programme |  | ☐Yes ☐No |  |
| Others: |  | ☐Yes ☐No |  |
| Others: |  |  |  |

|  |
| --- |
| **Any other relevant information that would have not been covered in part II.** |
|  |

## Example Pricing Modality

## Entrepreneurs (SMEs):

* Total number of SME beneficiaries: 20
* Subsistence allowance per SME beneficiary: 3700 EURO
* Total funds allocated for SMEs: 20 \* 3700 EURO = 74,000 EURO

## Home Based Business (HBB) Beneficiaries:

* Total number of HBB beneficiaries: 100
* Subsistence allowance per HBB beneficiary: 950 EURO
* Total funds allocated for HBBs: 100 \* 950 EURO = 95,000 EURO

**Total Funds Allocation:**

* Total funds available for e-voucher services: 74,000 EURO (for SMEs) + 95,000 EURO (for HBBs) = 169,000 EURO

**Example Pricing Proposal Submission:**

* The bidder is requested to submit their example pricing proposal based on the total fund allocation provided above. The example proposal should outline the cost of implementing and managing the e-voucher system for the specified number of beneficiaries in each category.
* Please consider that all beneficiaries will use each maximum allocation within same month. Therefore, your example pricing proposal should be referencing a 1 (one) month of service provision.

## Validity and completeness of the quotation

I hereby unequivocally confirm that there are no additional costs or variations in their price structure other than those indicated.

Yes No

|  |  |
| --- | --- |
| **Bid validity period**  ***At least 3 months*** |  |
| **Currency of the bid** |  |
| **Company name** |  |
| **Name of the representative who completed the offer** |  |
| **Date of submission** |  |
| **Signature & Company stamp** |  |