

Annex V

Budget breakdown

	Notes	Estimated number of working days	Fee rate (€ per working day)	Amount
				€
FEES (including overheads):	1			
<i>Key experts</i>	2,4			
-Key Expert 1 - project director		100,00	500,00	50.000,00
- Key Expert 2 - team leader		528,00	450,00	237.600,00
- Key Expert 3 - project manager		528,00	450,00	237.600,00
- Key Expert 4 - project manager		528,00	450,00	237.600,00
- Key Expert 5 - project manager		528,00	450,00	237.600,00
- Key Expert 6 - project manager		528,00	450,00	237.600,00
- Key Expert 7 - project officer		528,00	400,00	211.200,00
- Key Expert 8 - Liaison manager		180,00	357,00	64.260,00
- Key Expert 9 - Financial manager		100,00	250,00	25.000,00
<i>Non key experts</i>	3,4			187.000,00
- Short term experts				0,00
- Senior short term experts			600,00	0,00
- Medium short term experts			450,00	0,00
<i>Overheads related to expert 8 working for Interact Secretariat (lump sum per month 900 EUR)</i>		27,00	900,00	24.300,00
Total fees (including overheads)				1.749.760,00
PROVISION FOR INCIDENTAL EXPENDITURE:	5			520.240,00
PROVISION FOR EXPENDITURE VERIFICATION	6			30.000,00
MAXIMUM CONTRACT VALUE				2.300.000,00

NOTES:

1- All fee rates must cover:

- the remuneration actually paid to the experts concerned per working day
- administrative costs of employing the relevant experts, such as relocation and repatriation expenses, accommodation, expatriation allowances, leave, medical insurance and other employment benefits accorded to the experts by the Consultant
- the margin, covering the Consultant's overheads, profit and backstopping facilities

2 Expert who is defined as instrumental in the Terms of Reference and who are subject to evaluation as part of the tender.

3 Expert who is not defined as instrumental in the Terms of Reference and who is approved by the Project Manager by administrative order.

4 The annual leave entitlement of experts must not exceed 60 calendar days

Note that the input of experts must be given in full working days

5 Provision for incidental expenditure:

- all incidental expenditure incurred in the course of the contract as required by the Terms of Reference is to be invoiced at actual cost.
- any cost related to the payment of an incidental expenditure is included, such as bankcharges.
- supporting documentation need not be submitted at the time interim invoices are presented for payment but must be retained for seven years after the final payment is made by the Contracting Authority.
- the provision for incidental expenditure does not cover travel to/from the beneficiary country for experts (other than for missions identified in the Terms of Reference).
- any air travel must be by economy class while long distance train travel may be by 1st class.
- Costs for CO2 offsetting of air travel may be included. CO2 offsetting shall in that case be achieved by supporting CDM/Gold Standard projects (evidence must be included as part of the supporting documents) or through airplane company programmes when available. Indicate the place of departure and the destination. If information is not available, enter a global amount.
- the subsistence paid to experts on missions requiring an overnight stay away from the normal place of posting must be a maximum of the per diem rate published on the Procedures page of the Web site http://ec.europa.eu/europeaid/work/procedures/index_en.htm for each night away.

The financial evaluation of tenders only considers the total fees, since the provision for incidental expenses must be the amount stated in Clause 6.5 of the Terms of reference. Please refer to Section 6 of the Terms of reference to identify what is to be included in fees and what may be covered by the provision for incidental expenditure in this contract.

6 Provision for expenditure verification

	Month 1	Month 2	Month 3	Month 4	Month 5	Month 6	Month 7	Month 8	Month 9	Month 10	Month 11
<i>Number of full working days</i>											
<i>Key experts</i>											
- Key Expert 1 - project director	5	5	5	5	5	5			5	5	5
- Key Expert 2 - team leader	22	22	22	22	22	22	22		11	22	22
- Key Expert 3 - project manager	22	22	22	22	22	22	22		11	22	22
- Key Expert 4 - project manager	22	22	22	22	22	22	22		11	22	22
- Key Expert 5 - project manager	22	22	22	22	22	22	22		11	22	22
- Key Expert 6 - project manager	22	22	22	22	22	22	22		11	22	22
- Key Expert 7 - project officer	22	22	22	22	22	22	22		11	22	22
- Key Expert 8 - Liaison manager	7	7	7	7	7	7	7	7	7	7	7
- Key Expert 9 - Financial manager	5	5	5	5	5	5			5	5	5
<i>Non key experts</i>											
- Short term experts	15	15	15	15	15	15	10	10	15	15	15

Month 12	Year 1	Cumulative total	Month 13	Month 14	Month 15	Month 16	Month 17	Month 18	Month 19	Month 20	Month 21	Month 22	Month 23	Month 24
		0												
		45	5	5	5	5	5	5						
21	230	230	22	22	22	22	22		14	22	22	5		
21	230	230	22	22	22	22	22		14	22	22	22	22	20
21	230	230	22	22	22	22	22		14	22	22	22	22	20
21	230	230	22	22	22	22	22		14	22	22	22	22	20
21	230	230	22	22	22	22	22		14	22	22	22	22	20
21	230	230	22	22	22	22	22		14	22	22	22	22	20
21	230	230	22	22	22	22	22		14	22	22	22	22	20
7	84	7	7	7	7	7	7	7	7	7	7	7	6	20
		45	5	5	5	5	5	5						5
15	170	170	15	15	15	15	5	5	15	15	15	10	10	10

Year 2	Cumulative total	Month 25	Month 26	Month 27	Year 3	Cumulative total
0	0				0	0
40	85	5	5	5	15	100
232	462	22	22	22	66	528
232	462	22	22	22	66	528
232	462	22	22	22	66	528
232	462	22	22	22	66	528
232	462	22	22	22	66	528
232	462	22	22	22	66	528
232	462	22	22	22	66	528
81	165	5	5	5	15	180
40	85	5	5	5	15	100
145	315	10	15	15	40	355