### Annex II: Price Proposal Submission Form

**To:** United Nations Entity for Gender Equality and the Empowerment of Women

**Ref: International consultant to advance understanding of journalists and media towards gender equality**

Dear Sir / Madam,

I, the undersigned, offer to provide professional consulting services to UN Women within the scope of the referred Assignment.

Having examined, understood and agreed to the Terms of Reference and its annexes, the receipt of which are hereby duly acknowledged, I, the undersigned, offer to deliver professional services, in conformity with the Terms of Reference.

My maximum total price proposal for the assignment is given below:

1. Cost Breakdown per Deliverables\*

|  |  |  |
| --- | --- | --- |
| **Deliverables** | **Payment Amount****(As percentage of total contract price)** | **Proposed Price** |
| Submission of the final approved methodology, work plan and regulations for the contest for the journalists, as part of the Programme for journalists.  | *10%* |  |
| Submission of the final approved methodology for the gender monitoring of audiovisual media outlets, of final approved Guide to ACC on gender equality in media products and of recommendations for amendment of the draft of Audiovisual Code.  | *25%* |  |
| Submission of the report on follow-up activities of the independent media monitoring conducted in 2017 and of the research for UN Women, including the list of journalists and media workers from other countries. | *20%* |  |
| Submission of the report training sessions contained in up to 3 one-day trainings delivered for up to 25 journalists involved in the Programme, deliver of up to 2 trainings for ACC members and representatives of audiovisual media outlets, and a half-day follow up event based on media monitoring conducted in 2017, including major achievements, key challenges and barriers faced by the consultant, recommendations to UN Women in case of further conducting of similar assignments, any other relevant information. | *20%* |  |
| Submission of the report, with a detailed description on carrying out of the contest, including selection of winners, Gala organization and provision of support in conducting the study mission for journalists. The report should include major achievements, key challenges and barriers faced by consultant, recommendations to UN Women in case of further conducting of similar assignments, any other relevant information.  | *25%* |  |
| **TOTAL AMOUNT** | %100 | USD.......................... |

*\*Basis for payment tranches*

1. **Cost Breakdown by Cost Component[[1]](#endnote-1):**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Description of Activity | Unit of measure (e.g., day, month, etc.) | Unit price, USD | No. of units | Total Price, USD |
| Consultancy (daily) fee  |  |  |  |  |
| Cost of mission to Moldova (travel etc.) |  |  |  |  |
| Other related costs (please specify): |  |  |  |  |

I confirm that my financial proposal will remain unchanged. I also confirm that the price that I quote is **gross**, and is inclusive of all legal expenses, including but not limited to social security, income tax, pension, visa etc., which shall be required applicable laws.

I agree that my proposal shall remain binding upon me for 90 days.

I understand that you are not bound to accept any proposal you may receive.

[Signature]

Date:

Name:

Address:

Telephone/Fax:

Email:

1. The Applicants are requested to provide the cost breakdown for the above given prices for each deliverable based on the following format. UN Women shall use the cost breakdown for the price reasonability assessment purposes as well as the calculation of price in the event that both parties have agreed to add new deliverables to the scope of Services. [↑](#endnote-ref-1)