

ANNEX 5: FINANCIAL OFFER

The unit prices given in Euro in the table below cannot be modified during the duration of the framework contract and any extension.

N. B.: A working day "w.d." is considered to be 1 working day for 1 member of the group of experts or 1 Contractor's member of personnel; for a given w.d., the hours worked beyond normal daily work time shall not be payable; normal work time is understood as respecting the law and regulations in force in the country where the Evaluation Services are to be performed.

The day of travel is considered as a working day even when falling on a week-end or an official holiday.

The Reimbursable items non-included in the fees are the following:

- Travel and subsistence costs estimated by the tenderer for journeys of personnel members to meetings with the Commission services in Brussels, incurred in the performance of the contract and authorised in the framework of the assignment, including visa costs. Air travel must be in economy class, train travel may be in 1st class, car travel will be reimbursed on the basis of the price for a 1st class rail travel for equivalent journey.
- Daily allowances (per diem). They depend on the country of the overnight. They may not exceed the current published rates at the date of the request (see below Annex 5.2)

The following information is intended to help tenderers to estimate the maximum amount of expenses (only travel and subsistence and related costs are to be foreseen here):

- during the course of each market study, up to 3 meetings with the Commission (in Brussels) should be foreseen. The travel and subsistence costs should be calculated on the basis of up to 2 contractor employees attending the meetings.

Except for the reimbursable travel and subsistence costs described above and travel costs incurred by contractor's personnel members presenting results of a market study (see Section 12), no other additional costs associated with travelling are foreseen to be reimbursed. Such costs should be incorporated into the fees for the categories of staff and external experts.

5.1 Total Price taken into account for the award of the contract

Please provide in the table below in corresponding cells a quotation of the price for each category. The quantity (amount of working days) given in the table is purely indicative, in order to evaluate the offers.

Table of Unit Prices

Price component	Unit	Unit Price	Quantity	Total (Unit Price x Quantity)
Personnel and experts' fees				
Price estimation for 1 working day of Category I expert	Working day		1	1)
Price estimation for 1 working day of Category II personnel	Working day		4	2)
Price estimation for 1 working day of Category III personnel	Working day		5	3)
Price estimation for 1 working day of Category IV personnel	Working day		10	4)
Price estimation for 1 working day of Category V personnel	Working day		80	5)
Subtotal = 1) + 2) + 3) + 4) + 5)				A)
Reimbursable expenses				
Travel costs	1 return travel		6	6)
Daily subsistence allowance	Person-day		6	7)
Reimbursable expenses: Subtotal = 6) + 7)				B)
Overall total price = A) + B)				C)

5.2 Travel and subsistence costs

Travel costs will be reimbursed accordingly to the real price, and in accordance with the rules on reimbursement set out in Article II.7 of the draft service contract (Annex 7).

Daily allowance shall be (in €) and in accordance with the official Commission rates for the various countries. This allowance is deemed to cover meals, local travel (including taxis) and sundries.

Belgium	232,00 €	France	245,00 €	Portugal	204,00 €
Denmark	270,00 €	Ireland	254,00 €	UK	276,00 €
Germany	208,00 €	Italy	230,00 €	Austria	225,00 €
Greece	222,00 €	Luxembourg	237,00 €	Finland	244,00 €
Spain	212,00 €	Netherlands	263,00 €	Sweden	257,00 €
Cyprus	238,00 €	Hungary	222,00 €	Malta	205,00 €
Czech Rep.	230,00 €	Latvia	211,00 €	Poland	217,00 €
Estonia	181,00 €	Lithuania	183,00 €	Slovak Rep.	205,00 €
Slovenia	180,00 €				
Bulgaria	275,00 €	Romania	230,00 €	Turkey	220,00 €
Iceland	245,00	Liechtenstein	175,00 €	Norway	220,00 €

Signature of Tenderer

Full name in capitals

Date