

Form FIN-2: Summary of Costs

Item	Costs [In Namibian Dollars]
Total Costs of Financial Proposal ¹ (Lot 1)	
Total Costs of Financial Proposal ¹ (Lot 2)	

1 Indicate the total costs, Including VAT, to be paid by the Client. Such total costs must coincide with the sum of the relevant Subtotals indicated in all Forms FIN-3 provided with the Proposal.

The attached Schedules for Panel Inspections and Prioritisation, Bidding documents and Contract Administration and Site Supervision, the Consultant shall estimate the quantities. The Consultant shall subsequently quote a Fixed Contract Value for Stage 1 and 2 and for and stage 3 provide a fixed monthly supervision amount for 6 months for each of the supervisory staff, which will also be the monthly amount to be paid per staff of the consultant in the event that the contract goes beyond 6 (six) months and that some of the stuff will be required on a needs basis by the client, the prices shall remain fixed for a year and will be applied for escalation after a year. Thereafter the consultant and the client can revise rates for future supervision. Please note the Resident Engineer should be a rate only cost monthly cost. The consultant shall have two separate financial proposals for Lot 1 and Lot 2.

The Consultant will be paid monthly for their services according to the Variable Monthly Items and/or the Fixed Period Items as and when these occur.

All rates and prices shall be shown exclusive of VAT that might be payable in Namibia on professional fees and per diem rates. Except for Namibian VAT, rates and prices quoted in the financial proposal shall be deemed inclusive of any taxes, levies, duties, etc., which the consultant may be liable to pay.

Lot 1

Schedule 2: Staff Time, Travel and Cost Details

SCHEDULE 2: STAFF TIME, TRAVEL AND COST DETAILS														
Staff Member ¹			Fees			Travel ²						Per Diems		
Name of Staff	Function	Firm Name	Man-Days	Rate (N\$) ³	Cost (N\$) ³	Trip Details	Vehicle Type	Distance or No. of Trips	Unit	Rate (N\$) ³	Cost (N\$) ³	Days	Rate (N\$) ³	Cost (N\$) ³
Stage 1 Panel Inspections and Prioritisation Stage)														
	Project Engineer													
	Design Engineer													
Sub-total: Stages 1														
Stage 2: Reseal Design and Contract Documentation Stage														
	Project Engineer													
	Design Engineer													
Sub-total: Stage 2														
Stage 3: Contract Administration and Site Supervision														
	Project Engineer													
	Site Supervisor													
	Site Supervisor													
	Site Supervisor													
	Resident Engineer		Rate Only					Rate Only				Rate Only		
	Surveyor		Rate Only					Rate Only				Rate Only		
	Quality control testing		Rate only					Rate only				Rate only		
Sub-total: Stage 3														
Total (excl. VAT)														

NOTES:

(1) Staff members and their functions must be as in Schedule 1 [Work and Staff Details].

(2) The Consultant must show the estimated distance to be travelled or number of trips by each staff member and type of vehicle for the purpose of specified output.
For some staff members this can be combined if transport is to be shared

(3) All amounts to be shown in Namibia Dollars exclusive of VAT (20.5 man-days = 1 man-month).

Lot1: Schedule 4: Breakdown of Miscellaneous Expense Items

SCHEDULE : BREAKDOWN OF MISCELLANEOUS EXPENSE ITEMS				
Item No.	Description	Qty	Rate (N\$)	Amount (N\$)
Accommodation of Project Team (Consultant and Client)				
Stage 1 Panel Inspections and Prioritisation				
1				
2				
n				
Stage 2: Reseal Design and Contract Documentation				
1				
2				
n				
Stage 3: Contract Administration and Site Supervision				
1				
2				
n				

Lot1: Schedule 5: Miscellaneous Expenses

SCHEDULE 5 MISCELLANEOUS EXPENSES					
Item No.	Description	Unit	Qty	Rate (N\$)	Amount (N\$)
Stage 1 Panel Inspections and Prioritisation					
1					
2					
3					
Stage 2: Reseal Design and Contract Documentation					
4					
5					
6					
Stage 3: Contract Administration and Site Supervision					
7					
8					
9					
Total (excl. VAT)					

NOTES:

- (1) Please note that all travel expenses must be shown in Schedule 2 [Staff Time, Travel and Cost Details] and are not included here.
- (2) Summary of Materials Survey from Schedule 3 [Breakdown of Materials Survey].
- (3) Details as shown in Schedule 4 [Breakdown of Miscellaneous Expense Items].
- (4) Paid at cost for normal services. Conditions of payment for additional or exceptional services to be agreed with Client.

Lot1: Schedule 6: Project Cost Summary

SCHEDULE 6: PROJECT COST SUMMARY				
Cost Item	Man-Days	Cost ¹		
		Local (N\$)	Foreign (N\$)	Total (N\$)
Stage 1 Panel Inspections and Prioritisation				
Sub-total: Stages 1				
Stage 2: Reseal Design and Contract Documentation				
Sub-total: Stage 2				
Stage 3 Contract Administration and Site Supervision				
Sub-total: Stage 3				
All Stages				
Total: All Stages				
Total: Miscellaneous Expenses				
Provisional Sum and Contingencies (for client appointed environmentalist,resident engineer, other staff etc)				1,000,000.00
Total (excl. VAT)				
15% VAT				
Total (incl. VAT)				

NOTE:
(1) All costs must be shown in Namibian Dollars, exclusive of VAT. The total cost consists of the Local Cost-plus Foreign Cost.

Lot 2

Schedule 2: Staff Time, Travel and Cost Details

SCHEDULE 2: STAFF TIME, TRAVEL AND COST DETAILS														
Staff Member ¹			Fees			Travel ²						Per Diems		
Name of Staff	Function	Firm Name	Man-Days	Rate (N\$) ³	Cost (N\$) ³	Trip Details	Vehicle Type	Distance or No. of Trips	Unit	Rate (N\$) ³	Cost (N\$) ³	Days	Rate (N\$) ³	Cost (N\$) ³
Stage 1 Panel Inspections and Prioritisation Stage)														
	Project Engineer													
	Design Engineer													
Sub-total: Stages 1														
Stage 2: Reseal Design and Contract Documentation Stage														
	Project Engineer													
	Design Engineer													
Sub-total: Stage 2														
Stage 3: Contract Administration and Site Supervision														
	Project Engineer													
	Site Supervisor													
	Site Supervisor													
	Site Supervisor													
	Resident Engineer		Rate Only					Rate Only				Rate Only		
	Surveyor		Rate Only					Rate Only				Rate Only		
	Quality control testing		Rate only					Rate only				Rate only		
Sub-total: Stage 3														
Total (excl. VAT)														

NOTES:

(4) Staff members and their functions must be as in Schedule 1 [Work and Staff Details].

(5) The Consultant must show the estimated distance to be travelled or number of trips by each staff member and type of vehicle for the purpose of specified output.
For some staff members this can be combined if transport is to be shared

(6) All amounts to be shown in Namibia Dollars exclusive of VAT (20.5 man-days = 1 man-month).

Lot2 Schedule 4: Breakdown of Miscellaneous Expense Items

SCHEDULE : BREAKDOWN OF MISCELLANEOUS EXPENSE ITEMS				
Item No.	Description	Qty	Rate (N\$)	Amount (N\$)
Accommodation of Project Team (Consultant and Client)				
Stage 1 Panel Inspections and Prioritisation				
1				
2				
n				
Stage 2: Reseal Design and Contract Documentation				
1				
2				
n				
Stage 3: Contract Administration and Site Supervision				
1				
2				
n				

Lot2 Schedule 5: Miscellaneous Expenses

SCHEDULE 5 MISCELLANEOUS EXPENSES					
Item No.	Description	Unit	Qty	Rate (N\$)	Amount (N\$)
Stage 1 Panel Inspections and Prioritisation					
1					
2					
3					
Stage 2: Reseal Design and Contract Documentation					
4					
5					
6					
Stage 3: Contract Administration and Site Supervision					
7					
8					
9					
Total (excl. VAT)					

NOTES:

- (5) Please note that all travel expenses must be shown in Schedule 2 [Staff Time, Travel and Cost Details] and are not included here.
- (6) Summary of Materials Survey from Schedule 3 [Breakdown of Materials Survey].
- (7) Details as shown in Schedule 4 [Breakdown of Miscellaneous Expense Items].
- (8) Paid at cost for normal services. Conditions of payment for additional or exceptional services to be agreed with Client.

Lot 2: Schedule 6: Project Cost Summary Lot 2

SCHEDULE 6: PROJECT COST SUMMARY				
Cost Item	Man-Days	Cost ¹		
		Local (N\$)	Foreign (N\$)	Total (N\$)
Stage 1 Panel Inspections and Prioritisation				
Sub-total: Stages 1				
Stage 2: Reseal Design and Contract Documentation				
Sub-total: Stage 2				
Stage 3 Contract Administration and Site Supervision				
Sub-total: Stage 3				
All Stages				
Total: All Stages				
Total: Miscellaneous Expenses				
Provisional Sum and Contingencies (for client appointed environmentalist,resident engineer, other staff etc)				1,000,000.00
Total (excl. VAT)				
15% VAT				
Total (incl. VAT)				

NOTE:

- (2) All costs must be shown in Namibian Dollars, exclusive of VAT. The total cost consists of the Local Cost-plus Foreign Cost.