**Annex 5: Financial Proposal Consultant**

The financial proposal shall be summited in Euro and shall take into account various expenses incurred by the evaluation consultant during the contract period. The financial proposal shall include a breakdown of the lump sum amount as following:

* **Professional Fees ( per diem):**
	+ Maximum working days ( 1 working day = 8 hours) \_\_\_\_ , -EUR
	+ \_\_\_% VAT
* **Travel Cost ( per diem):**
	+ International travel cost ( Air fare for the most direct, economical route)
	+ Accommodation
* **Any additional Charges:**
	+ Travel insurance
	+ Visa
	+ Translation cost if any

The payment will be effected only upon confirmation of Caritas Germany, following the handover of contractually required documents in a satisfactory manner. For more details regarding our General Terms and Conditions for Consultancy and Expertise Contracts” please contact our desk officer for the necessary documents. [English: #415269 and Deutsch: #409691]

We are looking for a cost-effective proposal. Please submit your proposal including an expected budget outline based on the aforementioned aspects.