



**Mediterranean
Action Plan**
Barcelona
Convention



CALL FOR CONSULTANCY

N°38/2025_SPA/RAC

TERMS OF REFERENCE FOR THE PROVISION OF CONSULTANCY SERVICES

**“Identification of indicators for the monitoring framework of the assessment
of collective implementation of the Post-2020 SAPBIO in line with the
monitoring framework for the CBD GBF”**

August 2025

This call for consultancy document is available only in English. Proposals may be submitted in English or French.

TECHNICAL SPECIFICATIONS

I. CONTEXT AND JUSTIFICATION

The Specially Protected Areas Regional Activity Centre

The Specially Protected Areas Regional Activity Centre (SPA/RAC) was established by the Contracting Parties to the Barcelona Convention in order to assist the Mediterranean countries in implementing the Protocol concerning Specially Protected Areas and Biological Diversity in the Mediterranean (SPA/BD Protocol) of the Barcelona Convention². Tunisia has been hosting the Centre since its establishment in 1985.

The Centre works under the auspices of the United Nations Environment Programme/Mediterranean Action Plan (UNEP/MAP) - Barcelona Convention Secretariat, based in Athens, Greece.

SPA/RAC's main objective is to contribute to the protection, preservation, and sustainable management of marine and coastal biological diversity in the Mediterranean and the creation and effective management of marine and coastal areas of particular natural and cultural value and the conservation of threatened and endangered species of flora and fauna in the Mediterranean.

For more information, please consult: www.spa-rac.org.

Background

The Post-2020 Strategic Action Programme for the Conservation of Biodiversity and Sustainable Management of Natural Resources in the Mediterranean Region (Post-2020 SAPBIO), adopted by the 22nd Conference of the Parties (CoP22) through Decision IG.25/11, sets a comprehensive framework aimed at preserving and restoring biodiversity across the region by 2030.

This monitoring process of the POST 2020 SAPBIO is must be fully in line with Chapter 7 "SAPBIO implementation and monitoring progress" and related articles of the Decision IG.25/11 and Decision IG.26/5.

The Post-2020 SAPBIO implementation status will be periodically reviewed at the Conference of the Parties of the Barcelona Convention, through systematic national reporting of progress, facilitated by the relevant Regional Activity Centres. The reports will include progress with regards to the implementation of the national contributions to the Post-2020 SAPBIO, and data on the relevant Common Indicators of the Integrated Monitoring and Assessment Programme (IMAP) to monitor the effectiveness of the actions put in place, altogether building the basis of a Mediterranean assessment on the collective implementation of the Post-2020 SAP BIO, to ensure that by 2030 the regional targets are achieved through national and regional actions.

Post-2020 SAPBIO National Correspondents will assess the progress made in implementing the Strategic Action Programme and update the work and projects scheduled. In the light of this assessment, the Meeting of Post-2020 SAPBIO National Correspondents will suggest recommendations where necessary and propose amendments to the work schedule to be submitted to SPA/BD Focal Points Meetings and then the CoP for consideration as appropriate.

The Monitoring Framework is built around quantitative indicators that should be in line with the indicators of the Monitoring framework for the Kunming-Montreal Global Biodiversity Framework if relevant and applicable or be developed as region-specific indicators (Indicators for marine protected areas (MPAs), endangered species, and ecosystem health), related to each Target/Action and questions (binary question) to assess progress toward the expected results (expected results for 2027 and 2030).

Due to the recent finalization and adoption of the Monitoring Framework for the Kunming-Montreal Global Biodiversity Framework, particularly its indicator components, the development of indicators for the Monitoring Framework of the Post-2020 SAPBIO has been delayed. The indicators of the Monitoring Framework of the assessment of the collective implementation of the Post-2020 SAPBIO in 2026, should be developed in close consultation with the Post-2020 SAPBIO National Correspondents, and with their

endorsement, to be used in the assessment of the Post-2020 SAPBIO collective implementation in 2027 and 2030. The alignment with the global framework ensures a cohesive and harmonized approach to biodiversity monitoring and reporting. Further to the indicators baseline information will be identified as appropriate.

II. OBJECTIVE AND SCOPE

The primary objective of this consultancy is to identify the indicators for the monitoring framework of the assessment of collective implementation of the Post 2020 SAPBIO in line with the monitoring framework for the CBD GBF, focusing on the evaluation of progress towards the, 2027, and 2030 expected results as provided for in the Annex III of the Post-2020 SAPBIO.

Specifically, these indicators should be:

- Relevant and applicable to the mediterranean context
- Applicable for the Post-2020 SAPBIO assessment.

This framework will facilitate continuous assessment and adaptive management, providing a structured approach to tracking progress and achievements over time. Indeed, this consultancy will establish an evaluation approach and utilize it for the mid-term assessment. This evaluation approach will also serve as a model for future assessments planned by the Post-2020 SAPBIO.

III. TASKS TO BE UNDERTAKEN AND EXPECTED RESULTS

The consultant will undertake the following tasks:

1. Conduct an in-depth review of the GBF indicators
2. Analyze the applicability of the indicators with the mediterranean context and the Post-2020 SAPBIO assessment
3. Compile and draft the list of relevant and applicable indicators for the mediterranean context and the Post-2020 SAPBIO assessment.

3.1. Overall Expected Results

- The Post-2020 SAPBIO assessment' indicators are in line with the GBF monitoring framework.
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3.2. Key SAPBIO Documentation :

- [POST 2020 SAPBIO](#)
- [POST 2020 MCPA and OECM strategy](#)
- [CONSERVATION OF MARINE AND COASTAL BIODIVERSITY IN THE WESTERN MEDITERRANEAN SUB-REGION BY 2030 AND BEYOND](#)
- [CONSERVATION OF MARINE AND COASTAL BIODIVERSITY IN THE ADRIATIC SEA SUB-REGION BY 2030 AND BEYOND](#)
- [CONSERVATION OF MARINE AND COASTAL BIODIVERSITY IN THE AEGEAN SEA AND LEVANTINE BASIN SUBREGION BY 2030 AND BEYOND](#)
- [CONSERVATION OF MARINE AND COASTAL BIODIVERSITY IN THE IONIAN SEA AND CENTRAL MEDITERRANEAN SUB-REGION BY 2030 AND BEYOND](#)
- [Decision IG.25/11](#)
- [Decision IG.26/5](#)
- [Report of the Eleventh meeting of the Post-2020 SAPBIO National Correspondents \(Athens, Greece - 9-10 April 2025\)](#)
- [Main findings of the mid-term assessment focusing on the Post-2020 SAPBIO start-up activities](#)
- Draft Monitoring Framework for the assessment of the collective implementation of the Post-2020 Strategic Action Programme for the Conservation of Biodiversity and Sustainable Management of Natural Resources in the Mediterranean Region (Post-2020 SAPBIO)

IV. TIME DURATION OF THE CONTRACT, EXPECTED DELIVERABLES & TIMELINE

The contract implementation will need about 25 (twenty-five) working days (WD) starting from the date of its signature, until the completion of all tasks and no later than 31 of December 2025. Key deliverables include:

Deliverable	Necessary Working days	Deadline
Deliverable 1: Detailed working programme	1 WD	To be submitted 7 days after the contract signature
Deliverable 2: Comparative analysis of the GBF monitoring framework and the Post-2020 SAPBIO monitoring framework	5 WD	To be submitted no later than 2 weeks after the reception of deliverable 1 (by the end of week 3 after the signature).
Deliverable 3: First draft of the list of relevant and applicable indicators for the mediterranean context and the Post-2020 SAPBIO assessment (based on GBF monitoring indicators, if relevant and applicable or be developed as region-specific indicators)	17 WD	To be submitted no later than 4 weeks after the reception of deliverable 2 (by the end of week 7 after the signature)
Deliverable 4: Final list of relevant and applicable indicators for the mediterranean context and the Post-2020 SAPBIO assessment.	2 WD	To be submitted no later than 2 weeks after the reception of deliverable 3 (by the end of week 9 after the signature).

V. SKILLS AND EXPERIENCE REQUIRED OF CONSULTANTS

The consultant should meet the following criteria:

- In-depth knowledge of biodiversity and conservation issues in the Mediterranean.
- Good knowledge of Indicators for the Kunming-Montreal Global Biodiversity Framework,
- Good knowledge of the principles and methods for evaluating strategic frameworks, particularly in international and environmental contexts
- Strong analytical skills and ability to communicate findings effectively.
- Proven collaboration with regional organizations and stakeholders.
- Familiarity with the Post-2020 SAPBIO framework.
- Proficiency in English is required. Knowledge of other UN languages, such as French, is an asset. Familiarity with dominant regional languages in the Adriatic is advantageous.

ADMINISTRATIVE CLAUSES

ARTICLE 1 - CONDITIONS FOR PARTICIPATION IN THE CONSULTANCY

Only individual consultants could participate in this consultancy work.

The consultant must prove that he/she has all the legal and professional guarantees required for the performance of this assignment under good conditions.

ARTICLE 2 – COMPOSITION, PRESENTATION OF OFFERS AND DEADLINES

The submitted offer must include separately: (i) a technical offer, (ii) administrative documents, and (iii) a financial offer.

The services provided as part of this assignment consist of an overall fixed and non-revisable cost.

2.1. Technical offer

It must contain:

1. A cover letter outlining the consultant's suitability for the job.
2. Personal CVs indicating educational background (including a copy of higher education degrees) as well as all relevant experiences in the field of marine science studies and/or environmental conservation with a focus on climate change as well as the references regarding similar studies and reference.
3. A detailed methodological note outlining approach and implementation.
4. Planning and detailed time schedule and chronogram of intervention.
5. References or links to previous work.

Applicants are encouraged to send links to references of previous works completed on subjects relevant to the consultancy or share relevant documents by e-mail if those are not accessible online.

The selection process may include interviews (through a teleconferencing platform), as well as a pre-selection phase followed by requests for complementary information/negotiation if required.

2.2. Administrative documents

The administrative offer should include the following administrative documents:

1. Document certifying the ability to practice this profession (registration certificate, for example) according to the legislation of their country with the tax number on it.
In cases where the bidder has an academic profession (Researcher or University teaching staff), a sworn statement that he/she is complying with the law applicable to taxes and fees in force in his/her country would be accepted.
2. A sworn statement that the bidder is in no situation that could in any way be incompatible with the mission or compromise independence in carrying out the mission.
3. Terms of reference signed (date, signature of the provider at the end of the document).

If the original administrative documents are not in English or French, it should be provided with additional copies translated into English or French by a sworn translator. Should any of the administrative documents be missing, the tenderer will be contacted to complete the missing offer documents within a period of five (5) days. If after a period of five (5) days, the documents are still not complete the offer will be eliminated.

2.3. Financial offer

The tasks to be implemented within the present contract are expected to need a maximum of 25 working days.

The financial offer must be expressed in US Dollars, in both tax-free and all tax-included prices. It should include all the costs connected to the provision of the service

The financial offer should also include the following documents:

- submission letter, using the template attached in Annex 1; and
- the details of the global price using the template in Annex 2.

Should any administrative documents be missing, the consultant will be contacted to complete the offer documents. If after a period of seven (7) days, the documents are still not completed the candidate will be rejected even if already chosen as best positioned.

ARTICLE 3 – SUBMISSION

Proposals must be received electronically at the following e-mail address procurement@spa-rac.org before **the 15 September 2025** at 23:59 U.T.C.+1.

E- mails should have the following subject

“Call for consultancy N°38/2025 SPA/RAC - POST 2020 SAPBIO “Identification of indicators for the monitoring framework of the assessment of the collective implementation of the Post-2020 SAPBIO in line with the monitoring framework for the CBD-GBF-Consultant Name”.

ARTICLE 4 - ADDITIONAL INFORMATION

Should questions or need for clarification related to these terms of reference and their content arise, bidders may submit a written request by e-mail to: procurement@spa-rac.org; no later than five (5) calendar days before the deadline for the proposal submission.

ARTICLE 5 - TERMS OF PAYMENT

Payment for the mission will be made as follows:

- 30% upon submission and validation of Deliverable 1, 2 by SPA/RAC (no later than the end of week 4).
- 50% upon submission and validation of Deliverable 3 (no later than the end of week 8).
- 20% within one month after the submission of the Deliverable 4 (no later than the end of week 10) and any final revisions and the acceptance of the Final Report by SPA/RAC, following feedback from the relevant meetings.

All payments will be made by bank transfer after the receipt of an invoice from the contractor. Payments shall be made to a bank account held by the contractor.

All payments will be made by bank transfer after the receipt of an invoice from the contractor.

Payments shall be made to a bank account held by the bidder in his/her resident country and where he/she pays the taxes.

ARTICLE 6 - EVALUATION PROCEDURE

The evaluation will be based on combined technical and financial criteria as follows:

6.1. Technical evaluation

The technical offers will be first examined, while the financial offers remain sealed. Applications will be evaluated based on the following criteria:

1. Consultant capacity and expertise: **55 points.**
2. Methodology, organization, and work implementation planning and schedule: **35 points.**
3. The planning and detailed time schedule (including a chronogram of intervention): **10 points.**

Criteria			Scoring
Consultant (Expert Profile)	Experience	Experience in regional and national assessments of biodiversity and conservation Strategies	30 points maximum (8 points/assessment + 2 additional points for assessments in the Mediterranean)
		Experience with the Post- 2020 SAPBIO framework and objectives	15 points maximum (5 points/experience with SAPBIO-related assessments or frameworks)
		No relevant experience	0 points (in this case the offer is eliminated)
	Diploma	Post-graduate university degree (Master’s or PhD) in marine science, environmental science, or a related field	5 points maximum
		University degree in the above-mentioned fields	3 points
		No university degree in the above-mentioned fields	0 point (in this case the offer is eliminated)
The methodology proposed for conducting the mission		Well-developed methodology that aligns precisely with the terms of reference and provides a clear, structured approach	35 points maximum
		Methodology is fairly well-developed and aligns with the terms of reference	25 points
		Methodology is somewhat developed but lacks clarity or strong alignment with the terms of reference	15 points
		Methodology is not aligned with the terms of reference or is not presented	0 points (in this case, the offer is eliminated)
The planning and detailed time schedule (including a chronogram of intervention)		Well-structured, coherent, and realistic schedule and timetable that accurately reflects the scope and timeline of the consultancy	10 points maximum
		Moderately structured schedule and timetable that aligns with the terms of reference but lacks some clarity	5 points
		Planning and Timetable are not in line with the terms of reference or are missing	0 point (in this case, the offer is eliminated)

Any offer that has not attained the minimum score of 80 points will be eliminated.

In the event of no offer obtains 80 points or more, the call for consultancy process will be declared unsuccessful.

6.2. Financial evaluation

Once the technical evaluation has been completed, the financial offers of applicants that have not been eliminated during the technical evaluation will be examined.

The evaluation committee will check that the financial offers do not contain any obvious arithmetical errors. Any possible obvious arithmetical errors will be corrected, and the corrected figures will be taken into consideration.

The evaluation committee will then proceed to a financial comparison. The lowest financial offer that is judged acceptable will receive 100 points. The other offers will be attributed a score based on the following equation:

Financial score = (amount of the lowest accepted offer/amount of the offer in question) x 100

6.3. Conclusions of the evaluation committee

The choice of the best offer is achieved by weighting the technical and financial scores using a distribution key of 80/20 basis. To this end:

- The technical score will be multiplied by a coefficient of 0.80.
- The financial score will be multiplied by a coefficient of 0.20.

The weighted technical - financial scores thus calculated will be added to ascertain the offer with the best technical and financial score.

If two offers obtain the same weighted technical-financial scores, preference will be given to the applicant in the following order:

- having obtained the best technical score.
- having obtained the best score for methodology.
- having obtained the best total score for experience and qualifications of experts.

Note: The selection process may include interviews (through a teleconferencing platform), as well as pre-selection phase followed by requests for complementary information / negotiation if required.

ARTICLE 7 - MONITORING, CONTROL AND VALIDATION OF THE WORK

The consultant will work under the supervision of SPA/RAC. The consultant will submit draft version of each deliverable. The consultant will submit the final version of deliverables as indicated in section 4 (Time duration of the contract, deliverables & timeline) of the technical specifications.

Article 8 – DEADLINE FOR THE EXECUTION OF THE MISSION

The contract implementation will need about 25 (twenty- five) working days (WD) starting from the date of the contract signature, until the completion of all tasks and no later than December 31, 2025, with the following tentative schedule:

Deliverable	Necessary Working days	Deadline
Deliverable 1: Detailed working program	1 WD	To be submitted 7 days after the contract signature
Deliverable 2: Comparative analysis of the GBF monitoring framework and the Post-2020 SAPBIO monitoring framework	5 WD	To be submitted no later than 2 weeks after the reception of deliverable 1 (by the end of week 3 after the signature).
Deliverable 3: First draft of the list of relevant and applicable indicators for the mediterranean context and the Post-2020 SAPBIO assessment (based on GBF monitoring indicators, if relevant and applicable or be developed as region-specific indicators)	17 WD	To be submitted no later than 4 weeks after the reception of deliverable 2 (by the end of week 7 after the signature)
Deliverable 4: Final list of relevant and applicable indicators for the mediterranean context and the Post-2020 SAPBIO assessment.	2 WD	To be submitted no later than 2 weeks after the reception pf deliverable 3 (by the end of week 9 after the signature).

ARTICLE 9 - PENALTY

In the absence of completion by the consultant of the services at his/her charge within the contractual deadlines envisaged in section 4 of the technical specifications (Time duration of the contract, deliverables & timeline), it will be applied as of right and without notice, a penalty of one two hundredths (1/300) of the total amount of the contract (All Taxes Included - ATI) for each calendar day of delay.

The amount of the late penalties will be deducted from the accounts. The amount of the penalties is capped at 5% of the total amount of the contract in ATI. When this threshold is reached, SPA/RAC reserves the right to terminate the contract at the holder's fault, in accordance with Article 13 (Cancellation conditions) below, without that the holder cannot raise disputes or claim any compensation.

ARTICLE 10 - INTELLECTUAL PROPERTY RIGHTS, OWNERSHIP OF DOCUMENT

All legal rights throughout the world in works or inventions created by the provider in connection with the consultancy shall be allowed to SPA/RAC. The provider recognizes that such rights include, but are not limited to, copyright and other rights in written material, sound and video recordings (including films), maps, photographs, etc. as well as patents and other rights in inventions, and that the said rights enable SPA/RAC to control and authorize, where appropriate all publications, publicity material and other exploitation of the said works and inventions.

All the plans, drawings, software, photos, videos, data, presentations, study reports and any other documents, elaborated and submitted by the provider to SPA/RAC for the execution of the contract, will become and remain the property of SPA/RAC, and the consultant will submit them to SPA/RAC.

The provider does not have the right to use or copy the products resulting from this consultancy, whatever their form or their media, without the explicit written non objection of the SPA/RAC."

ARTICLE 11 - ARBITRAGE, DISPUTE SETTLEMENT

Every dispute arising from or in connection with this contract execution shall be solved by way of amicable negotiations by the parties. The contract is deemed to have been made in Tunisia and to be subject to Tunisian law. In case of dispute, the Court of Tunis is competent.

ARTICLE 12 - LIABILITY AND INSURANCE

SPA/RAC does not accept any liability for acts of third parties, accidents, sickness, or losses of any kind, however caused arising during the implementation of the specific actions and the production of the relative outputs expected. The bidder confirms that they or any involved staff will be covered by appropriate insurance.

ARTICLE 13 - FORCE MAJEURE

Force majeure means any event outside the control of a party so that it is impossible for one party to carry out his obligations or the implementation of these obligations becomes so difficult that it is considered to be impossible to carry them out under such circumstances.

The party which invokes force majeure must inform its co-contractor within seven (7) days of its occurrence so that the contractual deadline will be suspended with a joint agreement between the parties for the period which is covered by the case of force majeure.

SPA/RAC has a right to assess the circumstances of the impediments invoked by the holder as a case of force majeure to see if they are convincing, and if this should not be the case, then the days of discontinued work will be accounted for as days of delay.

Failure by either party to fulfil any of its contractual obligations does not entail a contract termination or failure to fulfil its contractual obligations if such a failure is due to a case of force majeure, if the party that finds itself in such a situation has done the following:

- a. has taken all the reasonable precautions and measures to allow it to comply with the terms and conditions of the contract; and
- b. has informed the other party of the event, as soon as possible. Any timeline given to a party for the execution of its contractual obligation will be prolonged by a period which is equal to the period during which that party was prevented from fulfilling its obligations.

Any timeline given to a party for the execution of its contractual obligations will be prolonged by a period which is equal to the period during which that party was unable to fulfil its obligations due to the case of force majeure.

ARTICLE 14 - CANCELLATION CONDITIONS

SPA/RAC could cancel this contract through a notification in writing addressed to the tenderer after one of the events indicated in the following paragraphs:

- a. no respect for the deadline of the execution in the application of Article 2 (Composition, presentation of offers and deadlines);
- b. in the case described in Article 8 (Penalty) when the amount is capped at 10% of the total amount of the contract;
- c. non-conformity to the content of the service listed in the technical specifications of the present consultancy (section 3 of the technical specifications: Tasks to be undertaken),
- d. If the tenderer goes bankrupt or into receivership.
- e. If, after a case of force majeure, the holder is unable to execute a substantial part of the Services for a period equal to at least sixty (60) days;
- f. If the tenderer was involved in corruption or fraudulent manipulations to obtain the contract or during the execution of the contract. For the purpose of the clause: a person is guilty of "corruption" if he/she offers, gives, solicits or accepts any kind of advantage in order to influence the action of a public official during the selection or the execution of the contract; and undertakes "fraudulent manipulations" which distort or denature the facts so as to influence the selection or the execution of the contract to the detriment of the borrower; by "fraudulent manipulations" is meant any agreement or collusive

manipulation of the tenderers (before or after submitting the proposals) so as to artificially maintain the prices of the tenders at levels which do not correspond to prices which would have resulted from free and open competition and which deprive the borrower of the advantages of free and open competition; or

- g. If SPA/RAC, on its own initiative and for any reason whatsoever, decides to terminate the contract.

ARTICLE 14 – CONFLICT OF INTERESTS

14.1. Prohibition of incompatible activities

The contract tenderer, the personnel and agents must not engage, directly or indirectly, during the contract implementation period, in professional or commercial activities which could be incompatible with the activities with which they have been entrusted due to the present contract.

14.2. Non-participation of the holder and his associates in certain activities

The tenderer and his associates are prohibited, during the contract duration and at the end of the contract period, to provide good, works or services means for any project stemming from the services or closely connected with the present contract services (except for the implementation of the present contract services and their continuation).

ARTICLE 15 - PROVISIONAL AND FINAL ACCEPTANCE

The provisional acceptance is pronounced after complete completion of the services covered by this consultancy i.e., after the completion of the service described in section 3 tasks to be undertaken of the technical specifications, and Article 2 (Composition, presentation of offers and deadlines). The provisional acceptance will be pronounced only in the case of complete conformity deemed conclusive by SPA/RAC and a provisional acceptance report issued by the SPA/RAC no later than 30 days from receipt of the deliverables and at the written request of the service provider and the signing of a report of completion of the work/services jointly by the service provider and SPA/RAC. The Service Provider shall, however, correct any deficiencies identified by the SPA/RAC upon completion of the various phases.

Final acceptance will be given one (1) month after the date of provisional acceptance without reservation of the contract. The final acceptance report will only be delivered once the service provider has fulfilled all his obligations resulting from sections 3 (Tasks to be undertaken) and section 4 (Time duration of the contract, deliverables & timeline) of the “Technical Specifications” and after corrections of all deficiencies signalled by SPA/RAC.

ANNEX 1 SUBMISSION LETTER

I, the undersigned, after having taken due note of the dossier documents of the call for consultancy N° launched by,pertaining to a mission of

..... I hereby pledge to execute the requested services in conformity with the provisions defined in the documents referred to, for the prices as established by myself without taking into account the taxes and knowing that the stamp duties and registration are to be covered by the insurer. The total price of the bid is(.....) EURO ATI.

I take due note of the fact that you are not obliged to proceed with the tendering procedure and that I cannot claim a compensation. I pledge that the conditions in my offer will remain valid for a period of one hundred and twenty days (120 days) starting from the day after the date for the deadline for the receipt of tenders. SPA/RAC pledges to pay the amount after the signing of a convention into the bank current account of the Bank In the name of

Under the number of RIB (BIC – IBAN)

In, on

(Name, first name and function)

Right for submission (Signature)

ANNEX 2 DETAILS OF TOTAL PRICE

The bidder, in support of its bid, should provide a breakdown of each unit price according to the following model:

Designation	Unit price	Task 1		Task 2		Task 3 ...		Total Tasks (1+2+3...)	
		Duration	Sub-total	Duration	Sub-total	Duration	Sub-total	Duration	Sub-total
Fees									
Consultant									
Other costs									
Travel and accommodation									
Other costs necessary for the proper execution of the present consultancy									
Sub-total / task (excluding VAT)									
	TOTAL Excluding VAT								
	VAT Amount								
	TOTAL All Taxes Included								

Amount of the offer excluding Tax is fixed at the sum of Amount of the VAT is fixed at the sum of

Amount of the offer is fixed at the sum of.....All Taxes Included (ATI).

(Signature of the bidder)