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File Ref: PO 6330

Date: 07 August 2017

Contract Amendment No: 3

CONTRACT FOR: Financial Sector Deepening Moçambique (FSDMoç) – Appointment of Programme Manager”

CONTRACT NUMBER: PO 6330

With reference to the contractual letter dated 19 February 2014 whereby your firm was engaged to undertake the terms of Reference stated at Section 3 of the Contract as most recently amended by the letter of 19 October 2016, I confirm that the UK Government wishes to make the following further amendments to the letter of 19 February 2014:

Call down – Section 3 – Financial Limit

DELETE £13,310,151 (the “Financial Limit”) and REPLACE with £16,810,151 (the “Financial Limit”)

Annex B – Financial Summary

DELETE existing Commercial Proformas and REPLACE with revised Commercial Proformas

Revised Commercial Proformas submitted to the Contract Manager on 20 July 2017 are enclosed and form part of this amendment.

1. This amendment relates to an increase in the overall Financial Limit for the Contract will not exceed £3,500,000 to incorporate additional new funding from the Swedish International Development Cooperation Agency (Sida) into the FSDMoç programme. Given Sida funding is paid in the Swedish Krona (SEK), the increase in the overall Financial Limit is subject to exchange rate fluctuation between pounds sterling (GBP), and Sida contribution in Swedish Krona (SEK).
2. Please confirm in writing by signing and returning one copy of this letter that you accept the amendments set out herein.
3. Please note the provision in the contractual letter that the financial limit of the UK Government's liability to the Consultants under this engagement shall not exceed the sum specified unless the amount of any such excess has been agreed by the Department for International Development in writing before the Consultants take any action which might result in the financial limit being exceeded.

For and on behalf of the
Secretary of State
for International Development

Name:

Position:

Signature:

Date:

For and on behalf of
DAI Europe Ltd

Name:

Signature:

Date:

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AKDOWN by COMPONENT - PERSONNEL INPUTS AND FEE RATES

Position	Name	Daily Fee Rate	Inception Days	Total Inception	Implementation Days	Total Implementation	Total Used (Dec 2016)	Balance	Total Cost £
Long Term*									
CEO	Anne-Marie Chidzero	£796	53	£42,198	296	£235,944	307	42	£278,142
Technical Director - Yr 3 to 5 - Local	Esselina Macombe	£756	0	£0	361	£272,916	0	361	£272,916
COO	Moises Inguanhe	£495	0	£0	652	£322,889	177	475	£322,889
Finance & Fund Manager	Augusto Belito A Botha	£346	76	£26,296	1,029	£356,034	630	475	£382,330
Investment Manager	Benedito Murambire	£531	0	£0	1,045	£554,895	589	456	£554,895
Market Development Manager	Helder Buvana	£515	0	£0	616	£317,358	160	456	£317,358
Market Analyst	Katia Agostinho	£238	0	£0	912	£217,056	456	456	£217,056
Market Analyst	Dercio Pedro	£238	0	£0	964	£229,509	508	456	£229,509
Knowledge, Monitoring & Learning Manager	Anabela Mabota	£357	0	£0	988	£352,852	532	456	£352,852
Knowledge, Monitoring & Learning Analyst	Belmiro Nhamithambo	£293	0	£0	1,027	£300,911	571	456	£300,911
Office Assistant	Filomena Mundlane	£139	0	£0	950	£132,050	494	456	£132,050
Office and IT Administrator	Fernando Nhassengo	£196	0	£0	911	£178,556	559	352	£178,556
Project Driver	Antonio Goma	£66	38	£2,508	1,017	£67,122	599	456	£69,630
Communications Expert	Denise Alves	£245	0	£0	428	£104,860	0	428	£104,860
Grants & Compliance Manager New	Titos Uamusse	£395	0	£0	475	£187,625	0	475	£187,625
Strategic Advisor New	Anne-Marie Chidzero	£960	0	£0	144	£138,240	0	144	£138,240
Digital Finance Advisor (Local) New	TBC	£531	0	£0	399	£211,869	0	399	£211,869
Market Insights Manager New	Kathryn Lacombe / LTTA Senior	£615	0	£0	428	£262,989	0	428	£262,989
Project Officer*	Katia Agostinho	£171	76	£12,996	79	£13,509	155	0	£26,505
		sub-total		£83,998		4,457,184			£4,541,182
Head Office Support									
Project Director	Gregg Ravenscroft	£707	13	£9,191	122	£86,494	96	39	£95,685
Project Manager	Daniella Armoni	£395	17	£6,715	279	£110,043	218	78	£116,758
Finance Officer	Philip Mondo	£395	17	£6,715	133	£52,535	72	78	£59,250
TAMIS Implementation	Oana Tudor	£791	23	£18,193	0	£0	23	0	£18,193
ICT Set Up & Support	Ces Hipos	£762	5	£3,810	0	£0	5	0	£3,810
		sub-total		£44,624		£249,072			£293,696
STTA									
Start Up Technical Advisor	John Jepsen	£799	30	£23,984	92	£73,650	107	£15	£97,634
Technical Advisor	Bhairav Raja	£575	0	£0	61	£35,075	13	49	£35,075
VfM Expert	Joe Holden	£695	0	£0	60	£41,700	32	28	£41,700
M&E Advisor	Enrico Neumann	£645	0	£0	77	£49,665	53	24	£49,665
Senior Pool	STTA	£798	53	£42,289	45	£35,906	63	35	£78,195
Mid Level Pool	STTA	£751	92	£69,059	27	£20,275	98	21	£89,334
		sub-total		£135,332		£256,272			£391,603
TOTAL FEES				£263,954		£4,962,528			£5,226,482

* Long Term is in excess of 4 months.

* Fees will only be paid for productive days or whilst travelling at the request of DFID.

* DFID will not pay for a day of rest following travel, either Overseas or in the UK.

* The Project Officer role was changed to Investment Analyst

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PROPOSAL BREAKDOWN - PROJECT EXPENSES

Costs should be shown separately in the format set out below inserting extra lines to provide full details under each heading.

ITEM OF EXPENDITURE	UNIT	RATE	NO.	Used	Balance	TOTAL COST £
TRAVEL						
US-Mozambique	Return-trip	1,885	28	£49,024	£3,770	£52,794
EU - Mozambique	Return-trip	1,206	67	£56,798	£24,307	£81,104
Africa - Mozambique	Return-trip	471	64	£21,150	£8,962	£30,112
Domestic Flights	Return-trip	411	71	£21,023	£8,011	£29,035
Maputo Local Travel	Each	280	75	£14,974	£6,108	£21,082
International Transfers	Return-trip	100	242	£17,146	£7,033	£24,179
Maputo Transfers	Each	50	53	£1,964	£693	£2,657
Sub Total				£182,079	£58,884	£240,963
DAILY LIVING COSTS						
House Rent	Month	3,816	32	£122,465	£0	£122,465
Shipment/Housepack	One-off	2,500	1	£2,500	£0	£2,500
Accommodation:Maputo	Day	122	1432	£128,158	£46,492	£174,650
Accommodation:Provinces	Day	92	390	£25,593	£10,293	£35,886
Subsistence:Maputo	Day	52	1046	£40,860	£13,540	£54,399
Subsistence:Provinces	Day	38	590	£15,729	£6,688	£22,417
Sub Total				£335,305	£77,013	£412,317
EQUIPMENT* <i>Items Purchased/Rented</i> <i>(Including vehicles)</i>						
IT Equipment	Off-off	0	0	£66,654	£23,220	£89,874
Office Furniture	Off-off	0	0	£27,397	£7,072	£34,469
Air Conditioner	Off-off	0	0	£18,103	£4,901	£23,005
Vehicle Purchase	Off-off	0	0	£36,792	£0	£36,792
VIP Package	Off-off	0	0	£1,168	£0	£1,168
VIP Subscription	Monthly	0	4	£1,282	£1,210	£2,492
Pastel	Monthly	0	0	£45	£721	£766
Sub Total				£151,441	£37,124	£188,565

OFFICE RUNNING						
Office Rent	Month	4,737	27	£84,740	£43,273	£128,013
Office Set up	Month	8,700	8	£68,252	£0	£68,252
Office Supplies	Month	712	99	£46,042	£24,441	£70,483
Office Utilities	Month	246	33	£5,424	£2,573	£7,997
Landline Phones	Month	508	55	£18,621	£9,216	£27,838
Mobile Phones	Month	540	42	£15,386	£7,525	£22,911
Vehicle Running Cost	Month	512	30	£10,135	£5,173	£15,308
Postage & DHL	Month	390	10	£2,983	£906	£3,889
AC Unit	Month	100	21	£1,414	£730	£2,144
Office Finder Fees	Off-off	0	0	£0	£0	£0
House Finder Fees	Off-off	0	0	£0	£0	£0
Insurance Property	Month	146	32	£974	£3,698	£4,672
Insurance Vehicles	Month	157	32	£628	£4,396	£5,024
Professional Fees	Off-off	725	206	£99,516	£49,731	£149,248
Meeting Expenses	Off-off	120	47	£3,811	£1,850	£5,661
Bank Fee	Month	400	34	£9,338	£4,299	£13,637
Shipment of Files	Off-off	5,000	1	£38	£4,962	£5,000
Agent Fee	Off-off	3,864	1	£4,060	£0	£4,060
Sub Total				£371,362	£162,774	£534,136
Programme Activities						
Market Development Fund				£929,412	£5,011,240	£5,940,652
Programme Activities				£2,068,692	-£239,397	£1,829,295
SIDA Market Development Fund contribution				£0	£1,816,167	£1,816,167
SIDA Flexible Resource Pool				£0	£573,526	£621,574
				£2,998,104	£7,161,536	£10,207,688
TOTAL PROJECT EXPENSES: (B)				£4,038,291	£7,497,330	£11,583,669

* DFID will not reimburse costs for normal tools of trade (e.g. portable personal computers)

* All journeys by Rail or Air will be made by a class of travel that is no more than Standard / Economy.

* Rented accommodation should be used whenever possible and in particular for Long Term visits.

Hotel accommodation should be justified on the basis of Value for Money, with costs kept to a minimum.

* Receipts must be retained for all expenses unless DFID specifically agree a Per Diem rate in the contract.

Your proposed costings must make clear where you are intending to charge a per diem rate for any element of the Expenses.

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PROPOSAL BREAKDOWN - SUMMARY OF FEE RATES AND EXPENSES

	Used	Balance	Total Cost £
Total Fees (A)	£2,254,418	£2,972,064	£5,226,482
Total Project Expenses (B)	£4,038,291	£7,497,330	£11,583,669
TOTAL	£6,292,709	£11,386,660	£16,810,151

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OUTPUTS & MILESTONE PAYMENTS PROPOSAL

The amount to be paid for the completion of the services is fixed at £

CRITERIA FOR PAYMENT	MONTH OF PAYMENT	AMOUNT OF PAYMENT
INCEPTION		
40% of Inception budget as agreed with DFID on submission and approval of Mid Point Inception report	Month 1	£202,362
60% of Inception budget as agreed with DFID on submission and approval of Inception report	Month 6	£303,544
Year 1-3 (Complete)		
Y1Q1 Milestones 1,2, KPI1 as per milestone deliverable schedule	Month 8	£158,545
Y1Q2 Milestones 3,4,5,6,7,8,9, KPI2, KPI3 as per milestone deliverable schedule	Month 11	£317,091
Y1Q3 Milestones 10,11,12,13,17 KPI4, KPI5 as per milestone deliverable schedule	Month 14	£233,155
Y1Q4 Milestones 14,15,16 KPI6, KPI7 as per milestone deliverable schedule	Month 17	£223,829
Y2Q1 Milestones 18-23 as per milestone deliverable schedule	Month 20	£223,922
Y2Q2 Milestones 24-29 as per milestone deliverable schedule	Month 23	£223,922
Y2Q3 Milestones 30-35 as per milestone deliverable schedule	Month 26	£223,922
Y3Q1 Milestones 36-41 as per milestone deliverable schedule	Month 29	£213,753
Y3Q2 Milestones 42-48 as per milestone deliverable schedule	Month 32	£213,753
Y3Q3 Milestones 49-56 as per milestone deliverable schedule	Month 35	£213,753
Y3Q4 Milestones 57-63 as per milestone deliverable schedule	Month 38	£213,753
Years 4-5		
Y4Q1 Milestones as per milestone deliverable schedule	Month 41	£375,470
Y4Q2 Milestones as per milestone deliverable schedule	Month 44	£375,470
Y4Q3 Milestones as per milestone deliverable schedule	Month 47	£312,891
Y4Q4 Milestones as per milestone deliverable schedule	Month 50	£312,891
Y5Q1 Milestones as per milestone deliverable schedule	Month 52	£312,891
Y5Q2 Milestones as per milestone deliverable schedule	Month 55	£312,891
Y5Q3 Milestones as per milestone deliverable schedule	Month 58	£250,313
Y5Q4 Milestones as per milestone deliverable schedule	Month 60	£250,313
TOTAL		£5,468,434

(*) Underlying assumption that each milestone will billed on a quarterly basis, and be supported by set of KPIs that will informed, developed and agreed upon at end of inception phase of the programme.

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PROPOSAL BREAKDOWN - Total Costs for Inception and Implementation by component

** Complete only where the requirement is split into distinct phases for Inception and Implementation.*

Cost Element	Inception	Implementation	Total
<u>Inputs</u>			
Long Term Input Days	£128,622	£4,706,256	£4,834,879
Short Term Input Days	£135,332	£256,272	£391,603
Total Cost of Fees	£263,954	£4,962,528	£5,226,482
<u>Expenses</u>			
Total Travel Costs	£34,614	£206,349	£240,963
Total Living Costs	£61,314	£351,003	£412,317
Total Equipment Costs	£78,928	£109,637	£188,565
Office Running Costs	£41,775	£492,361	£534,136
MDF and Programme Activities	£0	£10,159,640	£10,207,688
Total Cost of Expenses	£216,631	£11,318,990	£11,583,669
Total Cost of Project	£480,585	£16,281,518	£16,810,151