**Annex I. PRICE QUOTATION FORM**

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| **Name of Bidder:** |  |
| **Date of the quotation:** | Click here to enter a date. |
| **Request for quotation Nº:** | UNFPA/ALB/RFQ/2023/002 |
| **Currency of quotation :** | ALL |
| **Delivery charges based on the following 2010 Incoterm:** | Choose an item. |
| **Validity of quotation:***(The quotation must be valid for a period of at least 3 months after the submission deadline* |  |

* Quoted rates must be **exclusive of all taxes**, since UNFPA is exempt from taxes.
* If needed, kindly detail as appropriate for the Specified Items in the table below.

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Item | Description | Number of Units  | Days | Rate per unit | Total |
| 1. Deliverable. 1
 |
| 1.1 | Develop an awareness raising campaign on countering hate speech in the country including its work plan with respective description for each activity, identification of audiences, objectives of communicating with each of them, communication tools and channels, messages, monitoring and evaluation tools.  | 1 |  |  |  |
| *Total Fees* | ALL |
| 1. Deliverable 2
 |
| 2.1 | Work together with UNFPA and UNDP to implement the awareness raising plan as per the project work-plan. Propose the content for the implementation of the awareness raising campaign developed in partnership with youth. | 1 |  |  |  |
| 2.2 | As products of the awareness campaign the company is expected to produce as minimum (but not limited to):* 4 leaflets/factsheets developed during the timeline of the project in digital form.
* 500 pieces of rubber bracelets.
* 500 pieces of backpacks.
* 500 pieces of T-Shirts.
* 3 Live Instagram debates/discussion.
* 5 two-minute-long videos / stories for use in social media. Boost all 5 for a period of 2 weeks each.
* Boost the visibility in social media of 10 stories created by youth, advocating for respect of cultural diversity, equality and inclusion within the region.
* 100 social media posts from project activities accompanied with photos, quotes from youth and key messages of the project. All content to be approved by UNDP and UNFPA. Boost 50 posts on Instagram.

Organize 10 meetings with youth across Albania with a focus on hard-to-reach youth in the form of human libraries, and for commemoration of the days of history, traditions, language of minorities across the country. |  |  |  |  |
| 2.3 | Trainer |  |  |  |  |
| 2.4 | Coaching and capacity building  |  |  |  |  |
| *Total Fees* | ALL |
| 1. Deliverable 3.
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| 3.1 | Prepare a final report which should have a summary of the work performed including:-Highlights of any notable difficulties, challenges or deviations from the original plan;-Any necessary feedback for UNFPA and UNDP that could be considered as lessons learned in future similar assignments;-package of all materials produced and all the products linked/annexed | 1 |  |  |  |
| *Total Expenses* | ALL |
| ***Total Contract Price*** *(Professional Fees + Deliverables Expenses)* | ALL |

I hereby certify that the company mentioned above, which I am duly authorized to sign for, has reviewed RFQ UNFPA/ALB/RFQ/2023/002 including all annexes, amendments to the RFQ document (if applicable) and the responses provided by UNFPA on clarification questions from the prospective service providers.  Further, the company accepts the General Conditions of Contract for UNFPA and we will abide by this quotation until it expires.

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| --- | --- | --- |
|  | Click here to enter a date. |  |
| Name and title | Date and place |