

REQUEST FOR PROPOSALS N° PTD/10/079

ANNEX III - PRICE SCHEDULE

1. Your financial offer must be quoted in **Swiss francs** (excluding VAT) and should not contain any clause linking those prices to any future fluctuation of the exchange rate between the Swiss francs and another currency for the services indicated under the Terms of Reference (see Annex I). WIPO requests a clear breakdown of all cost-elements.

2. Please note that WIPO will not accept any form of advance and/or progress payment unless it is guaranteed by a first demand performance bond or an equivalent guarantee issued by a financial institution that is considered acceptable by WIPO.

Please have your firm/institution's authorized representative confirm and sign your financial offer and the period of its validity.

| | |
|--|--|
| Date | |
| Company name | |
| Address | |
| Telephone and Fax number | |
| Company Web Home Page address (if available) | |
| Name of authorized representative | |
| Signature of authorized representative: | |
| Contact name | |
| Contact phone and fax numbers | |
| Contact e-mail address | |

3. Please fill in the table below. Bidders are free to adapt the price schedule to their own commercial price structure, however, your financial proposal must include the following:

an **overall fixed price component** for completing the assignment(s) described in Annex I – Terms of Reference, stated in Swiss francs and excluding VAT, with a detailed cost breakdown by filling Table 1 below; and

4. Please be sure to mention any applicable discounts, special conditions your company may apply or assumptions applicable to the rates below.

Table 1 – Overall fixed price quotation

| FIXED PRICE QUOTATION RELATED TO RFP No. PTD/10/079 | | | |
|--|---|-----------------|------------------------------------|
| Provision of professional services for the development of an e-tutorial on the use of patent information | | | |
| Description | Unit Price (in Swiss francs) | Quantity | Total (in Swiss francs) |
| <p>DELIVERABLE A –</p> <p>Establishment of a content delivery strategy for an e-tutorial on using and exploiting patent information</p> <p><u>Cost breakdown</u></p> <p>Please provide a clear breakdown of the above overall fixed price listing the number of estimate resources, their overall daily rate and any number of estimated days and any other related costs</p> <p><i>Please elaborate and add as many lines are needed.</i></p> | NA | NA | |

Table 1 – Overall fixed price quotation - cont'd

| | | | |
|---|-----------|-----------|--------------|
| <p>DELIVERABLE B –</p> <p>Development or customization of a content delivery system for an e-tutorial on using and exploiting patent information</p> <p><u>Cost breakdown</u></p> <p>Please provide a clear breakdown of the above overall fixed price listing the number of estimate resources, their overall daily rate and any number of estimated days and any other related costs</p> <p>Please elaborate and add as many lines are needed.</p> <p>(a)</p> <p>(b)</p> <p>(c)</p> <p>Total other costs:</p> | <p>NA</p> | <p>NA</p> | <p>.....</p> |
|---|-----------|-----------|--------------|