

Chemonics International Inc.
Request for Proposals (RFP) # RFP-IPA-2023-001
USAID Investment Promotion Activity (IPA)

Download Excel template [here](#)

Table 1. Subcontractor Budget - Name of Subcontractor

Line Item	Year 1			Grand Total
	Base/Units	Rate	Total	
I. Salaries				
A. Short-Term Expatriates				
Title #1, Last Name			\$0	\$0
Title #2, Last Name			\$0	\$0
Subtotal, Short-Term Expatriates			\$0	\$0
Subtotal, Salaries			\$0	\$0
III. Travel and Transportation				
A. UAE Travel/Ground Transfers			\$0	\$0
B. International Travel			\$0	\$0
Subtotal, Travel and Transportation			\$0	\$0
IV. Allowances				
A. Per Diem			\$0	\$0
Subtotal, Allowances			\$0	\$0
V. Other Direct Costs				
A. DBA Insurance (base = salaries + post diff + danger pay)			\$0	\$0
F. Communications			\$0	\$0
G. Reproduction Costs			\$0	\$0
H. Expendable Supplies			\$0	\$0
H. Venue rental			\$0	\$0

Use or disclosure of data contained on this sheet is subject to the restriction on the title page of this proposal.

[PROPOSAL TITLE]

Chemonics International Inc.
 Request for Proposals (RFP) # RFP-IPA-2023-001
 USAID Investment Promotion Activity (IPA)

Table 1. Subcontractor Budget - Name of Subcontractor

Line Item	Year 1			Grand Total
	Base/Units	Rate	Total	
H. Expendable Supplies			\$0	\$0
H. Expendable Supplies			\$0	\$0
Subtotal, Other Direct Costs			\$0	\$0
Subtotal, Items I - V			\$0	\$0
VI. General and Administrative (G&A)				
A. G&A on Items I - VI			\$0	\$0
Subtotal, General and Administrative			\$0	\$0
Subtotal, Items I - VI			\$0	\$0
VII. Fixed Fee				
A. Fixed Fee on Items I - V plus G&A			\$0	\$0
Subtotal, Fixed Fee			\$0	\$0
Grand Total			\$0	\$0

**USAID Pakistan Investment Roadshows
Dubai, UAE (October 18-21, 2023)**

All Amounts in USD

	Item		Details	Unit
1	Hotel Booking (Room Charges)	Per Diem	Standard single room 3 nights in a 5 start hotel with complementary breakfast and airport pick and drop and visa facilitation for 60 to 70 delegates (our maximum ceiling for Dubai is 383 USD per room inclusive of tax)	per person/day
2	Booking Venue	Other Direct Costs	Book venue as per the program schedule tentatively for Wednesday October 18, 2023. The venue should be in close proximity to hotel and GITEX Global 2023 event scheduled to be held at Dubai World Trade Center. Venue cost should include rent for all event days day event (morning till evening) and other details of complimentary allied services as part of the venue cost. -A plenary room for up to 100 participants -2-3 small breakout rooms for individual firms to meet 101 with investors -general seating area with sofa seaters for informal seating and discussions	Per day
3	Transport to and from hotel and event venue	Ground Transfer	Proximity of event venue from hotel to be kept to minimum - preference to having event and lodging booking in the same venue	Per person
4	Transport to and from hotel and networking dinner venue	Ground Transfer		Per person
5	Registration Desk and branded name tags and lanyards	Other Direct Costs	to be handed to attendees as per category along with carrying out the attendee tracking for (100 visitors)	per activity
6	B2B Setup Cost	Other Direct Costs	a table and 3 chairs setup for 40 delegates	Per person
7	Panel Discussion Setup Cost	Other Direct Costs	Stage setup for a panel of 6 to 8 people and audience of 30. The setup should include provision of basic facilities such as mics, projector, lights, sound system, backdrop, internet for online participants, placement of water bottles on the tables for panelists and audience	Per one Panel discussion
8	round table discussion	Other Direct Costs	Setup for a round table discussion for 15 to 20 people. Setup should include provision of basic facilities such as mics, presentation setup, sound system, internet, water bottles and working tea/coffee etc	Per one round table session
9	Break out room	Other Direct Costs	4 small break out rooms for one-on-one meetings with seating capacity for 4 to 6 people. The setup should have internet, small LED for displaying presentation, water bottles.	Per room
10	Buffet Lunch, Running Tea, Coffee and cookies	Per diem	Buffet for 100 people - other specific dietary requirements will be communicated closer to the event if any	Per person/day
11	Branding	Other Direct Costs	Hall and venue (10 roll up standees and 2 backdrops)	Per event
12	Networking Reception/Dinner	Per diem	Firm to suggest and book a venue with good ambiance and view. Alcohol cocktail beverages, hors d'oeuvres, and buffet dinner.	Per event
13	Sightseeing/Excursion	Other Direct Costs (and ground transportation)	e.g. Desert Safari/ City Tour to be arranged for 60 to 70 people. Visit of GITEX Expo	Per person
14	Give Aways	Other Direct Costs	tote bags with pens, note pads, USBs and a mug (all branded)	Per person
15	LED TV Screens	Other Direct Costs	2 LEDs in main hall (55 inch minimum)	per venue
16	Sound System Arrangements	Other Direct Costs	With 5 mics	per venue
17	Ambiance Lighting	Other Direct Costs	Highlighting branding and key touchpoints	per venue
18	Media Wall	Other Direct Costs	One branded media wall	per venue
19	Firm's Management Fee			