

**Annex 1**  
Proposal template

**From:**  
**Name:** XXXXXX  
**Address:** XXXXXXXXXXXXX  
**Country:** XXXXXXXXXXX  
**Phone:**  
**VAT nº or Tax ID:** xxxxxx

**To:**  
**Regional Activity Centre for Sustainable Consumption and Production**  
**Agència de Residus de Catalunya**  
**C/Dr. Roux núm. 80**  
**08017 Barcelona, Spain**  
**NIF: Q-5856373-E**

**1) Technical offer**

- a. Examples of other stakeholder engagement and communication strategies designed and implemented in the Southern Mediterranean (logos, outreach materials, videos, social media campaigns, ...)

**2) Financial offer**

- a. Statement of the proposed personnel, their daily rates and the estimated number of working days for the assignment (1 day = 8 working hours), as well as any other additional expenses related to their work. A template for the financial offer is provided below. All costs presented should exclude Value-Added Tax (VAT).

Personnel					
Task	Expert (name)	Responsibility <sup>1</sup>	Daily rate (€)	# of days	Total cost (€)
1	Expert 1				
	Expert 2				
2	Expert 1				
	Expert 3				

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<sup>1</sup> L = Leads; S = Supports

3 Expert 1

4 Expert 2

Expert 3

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Total personnel costs (A):

**Additional expenses**

Description	Unit cost (€)	# of units	Total cost (€)
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Item 1			
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Item 2			
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Total additional expenses (B):

**Total budget**

Total budget (without VAT) (A+B):

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Total budget (with VAT):

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## **Annex 2**

Applicant's bank details

