## ANNEX 5 to the Tender Specifications

## PRICE QUOTATION

* Price must be quoted in EUR and exclude VAT
* Price shall be all-inclusive (i.e. include all relevant costs and expenditures (e.g. management and administrative costs, etc.)
* The percentage for both price offers shows the relative weight when awarding points for the price award criterion

|  |  |  |  |
| --- | --- | --- | --- |
| **Price** | **Profiles** | **Price (EUR)** | **Weighting factor** |
| P1 | Hourly rate for a secretary |  | 75% |
| P2 | Hourly rate for an assistant (administrative/financial/communication assistant) |  | 25% |

***Both fields are compulsory; non-compliance will lead to exclusion***.