REPÚBLIC OF ANGOLA
MINISTRY OF ENVIRONMENT

Luanda, 13th of May 2019

To: Henrik Larsen, Resident Representative

UNDP Angola

Ref.ª N.º 1016/01.11 **/GAB.MINAMB/2019**

Subject: GEF6 project "Promoting sustainable energy access for rural communities in south-east Angola", here: Request for implementation support from UNDP

In my capacity as GEF Operational Focal Point for Angola, Through this letter, I would like to request the support of UNDP in the implementation of the **GEF6 project "Promoting sustainable energy access for rural communities in south-east Angola"**, specifically through a number of administrative services that are necessary for the implementation of project activities as laid out in the PRODOC.

Project execution will be done by the Ministry of Environment under National Implementation Modality (NIM). However, support from UNDP is requested because of the limited capacity of the Ministry of Environment to procure certain international goods and services, including travel and consultants, especially where payment in international currency is required to which the Ministry does not always have immediate access. The requested services identified and agreed during the project preparation phase include payment processes, support in the recruitment of international consultants, creation of vendor profiles, international procurements, HR services, and travel management, among others as per the attached letter of agreement. These form a small portion of the entire project administration and are required to increase efficiency of delivery. The estimated number and type of services required for the implementation of the project are listed in the attached table.

The Ministry of Environment as the Executing Agency of this project understands and agrees that UNDP will charge certain fees for these services, as per UNDP's universal price list. For the project in question, the sum of these fees amount to US$ 51,000 (fifty one thousand dollars) spread over 5 years.

Thank you for your support in this matter.

Sincerely,

Mr. Júlio Inglês Ferreira
GEF Operational Focal Point and Minister's Advisor
Ministry of Environment

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ANGOLA ESTIMATED DIRECT PROJECT COSTS /UNDP COUNTRY OFFICE:

Budget Description	Unit price (a)	Amount Year 1		Amount Year 2		Amount Year 3		Amount Year 4		Amount Year 5		TOTAL
		USD total(a*b)	No of units(b)	USD total(a*b)	No of units(b)	USD total(a*b)	No of units(b)	USD total(a*b)	No of units(b)	USD total(a*b)	No of units(b)	
Payment process	$60.77	$3,950	65	$4,558	75	$5,165	85	$4,558	75	$3,950	65	$22,181
Consultant Recruitment	$430.55	$0	0	$0	0	$431	1	$0	0	$431	1	$861
Create Vendor Profile	$34.41	$413	12	$344	10	$344	10	$241	7	$172	5	$1,514
Procurement (average)	$993.97	$1,988	2	$2,982	3	$1,988	2	$994	1	$994	1	$8,946
Staff selection and recruitment	$1,114.78	$0	0	$0	0	$1,115	1	$0	0	$0	0	$1,115
Local personnel administration	$355.78	$0	0	$0	0	$356	1	$0	0	$0	0	$356
Personnel management services	$775.07	$0	0	$0	0	$0	0	$1,550	2	$775	1	$2,325
Issue/Renew IDs	$65.02	$0	0	$0	0	$65	1	$130	2	$65	1	$260
Travel Management	$ 112.02	$2,016	18	$2,576	23	$3,137	28	$3,137	28	$2,576	23	$13,442
TOTAL		**$8,367**		**$10,460**		**$12,600**		**$10,609**		**$8,963**		**$51,000**