



## Contract for Goods and/or Services

Between the United Nations Development Programme and RSM China CPA LLP 容诚会计师事务所 (特殊普通合伙)

1. <b>Country Where Goods Will be Delivered and/or Services Will be Provided:</b> China	
2. <b>UNDP</b> <input type="checkbox"/> Request for Quotation <input checked="" type="checkbox"/> Request for Proposal <input type="checkbox"/> Invitation to Bid <input type="checkbox"/> direct contracting Number and Date: RFP No. 2021 NIM Auditing service, 08/07/2021	
3. <b>Contract Reference (e.g. Contract Award Number):</b> 2021-026	
4. <b>Long Term Agreement:</b> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
5. <b>Subject Matter of the Contract:</b> <input type="checkbox"/> goods <input checked="" type="checkbox"/> services <input type="checkbox"/> goods and services	
6. <b>Type of Services:</b>  See Annex II to Annex IV	
7. <b>Contract Starting Date:</b> 12 <sup>th</sup> July, 2021	8. <b>Contract Ending Date:</b> 11 <sup>th</sup> July, 2024
9. <b>Total LTA Ceiling Amount:</b> USD 298,610.00 Twenty Hundred-Ninety Eight thousand and Six Hundred-Ten USD The actual payment will be proceeded on the basis of requirement and each order. 9a. <b>Advance Payment:</b> not applicable  9b. <b>Condition for Payment Release:</b> Within thirty (30) days from the date of meeting the following conditions: a) UNDP's written acceptance (i.e., not mere receipt) of the quality of the outputs; and b) Receipt of invoice from the Service Provider.	
10. <b>Total Value of Goods and/or Services:</b> <input type="checkbox"/> below US\$50,000 (Services only) – UNDP General Terms and Conditions for Institutional (de minimis) Contracts apply <input type="checkbox"/> below US\$50,000 (Goods or Goods and Services) – UNDP General Terms and Conditions for Contracts apply <input checked="" type="checkbox"/> equal to or above US\$50,000 (Goods and/or Services) – UNDP General Terms and Conditions for Contracts apply	
11. <b>Payment Method:</b> <input type="checkbox"/> fixed price <input checked="" type="checkbox"/> cost reimbursement The payment of each order will be made based on each purchase order.	
12. <b>Contractor's Name:</b> RSM China CPA LLP 容诚会计师事务所 (特殊普通合伙) Address: 901-26 Foreign Trade Building, No.22 Fuchengmenwai Street, Xicheng District, 100037 Beijing	

Country of incorporation: China Website: www.rsm.global/china
<b>13. Contractor's Contact Person's Name:</b> Jacqueline Huang Title: Audit Partner Address: 901-26 Foreign Trade Building, No.22 Fuchengmenwai Street, Xicheng District, 100037 Beijing, China Telephone number: +86 13911217313 Fax: +86 10 6600 1392 Email: jacqueline.huang@rsmchina.com.cn
<b>14. UNDP Contact Person's Name:</b> Xu Han Title: Operations Assistant Address: 2 Liangmahenan Lu, Chaoyang district, Beijing Telephone number: +86-10-85320831 Fax: 85320901 Email: xu.han@undp.org
<b>15. Contractor's Bank Account to which payments will be transferred:</b> Beneficiary: RSM China CPA LLP Account name: RSM China CPA LLP Account number: 91110154800027596 Bank name: Shanghai Pudong Development Bank Co. Ltd., Beijing Fucheng Sub-Branch Bank address: No.3 Chegongzhuang Street, Xicheng District, Beijing China Bank SWIFT Code: SPDBCNSH390 Bank Code: 310100000124 Routing instructions for payments:

This Contract consists of the following documents, which in case of conflict shall take precedence over one another in the following order:

1. This face sheet ("Face Sheet").
2. UNDP General Terms and Conditions for Contracts
  - Annex I - Contractor's Financial Proposal [07/4/2021]
  - Annex II - TOR for HACT financial audits
  - Annex III- TOR for Spot checks
  - Annex IV - TOR for micro assessment with report template
3. The Contractor's Technical Proposal dated [07/4/2021], these documents not attached hereto but known to and in the possession of the Parties, and forming an integral part of this Contract.

All the above, hereby incorporated by reference, shall form the entire agreement between the Parties (the "Contract"), superseding the contents of any other negotiations and/or agreements, whether oral or in writing, pertaining to the subject of this Contract.

This Contract shall enter into force on the date of the last signature of the Face Sheet by the duly authorized representatives of the Parties, and terminate on the Contract Ending Date indicated on the Face Sheet. This Contract may be amended only by written agreement between the duly authorized representatives of the Parties.

**IN WITNESS WHEREOF**, the undersigned, being duly authorized thereto, have on behalf of the Parties hereto signed this Contract at the place and on the day set forth below.

For the Contractor		For UNDP	
Signature:		Signature:	
Name:	RSM China CPA LLP 容诚会计师事务所(特殊普通合伙)	Name:	Devanand Ramiah
Title:	Audit Partner	Title:	Deputy Resident Representative
Date:	2021.07.08	Date:	2021.07.08



Currency of the proposal: CNY

Table A: Summary of Overall Prices

Type	Range of expected expenditure	Expected projects to be audited per year	Expected years of LTAs contract	Quoted unit price	Quoted total price
HACT financial audits	< \$50,000	5	3	13,350	200,250
	\$50,000 ~ \$150,000	20	3	24,250	1,455,000
	>\$150,000	5	3	41,950	629,250
HACT micro assessment	Any expenditure	5	3	13,350	200,250
Spot checks	Any expenditure	20	3	12,850	771,000
<b>Grand total price:</b>					<b>3,255,750</b>

Table B: Cost breakdown per audit service category

## 1. For HACT financial audit (&lt; \$50,000):

Activity description	UOM	Quantity	Unit cost	Total cost
1. Staff cost (in-country)				
1.1 Project Manager	Day	0.2	8,000	1,600
1.2 Audit Team Leader	Day	0.5	4,000	2,000
1.3 Senior Auditor	Day	3	2,200	6,600
1.4 Junior Auditor	Day	3	1,000	3,000
Subtotal staff cost:				13,200
2. Any other cost				
2.1 Communication, stationery and report production	Lump sum	1	50	50
2.2 Local transportation costs and miscellaneous travel expenses	Trip	2	50	100
2.3 Other costs (please specify)				
Subtotal other cost:				150
<b>Total unit cost:</b>				<b>13,350</b>

## 2. For HACT financial audits (\$50,000 ~ \$150,000):

Activity description	UOM	Quantity	Unit cost	Total cost
<b>1. Staff cost (in-country)</b>				
1.1 Project Manager	Day	0.5	8,000	4,000
1.2 Audit Team Leader	Day	1	4,000	4,000
1.3 Senior Auditor	Day	5	2,200	11,000
1.4 Junior Auditor	Day	5	1,000	5,000
Subtotal staff cost:				24,000
<b>2. Any other cost</b>				
2.1 Communication, stationery and report production	Lump sum	1	50	50
2.2 Local transportation costs and miscellaneous travel expenses	Trip	4	50	200
2.3 Other costs (please specify)				
Subtotal other cost:				250
<b>Total unit cost:</b>				<b>24,250</b>

### 3. For HACT financial audits (>\$150,000):

Activity description	UOM	Quantity	Unit cost	Total cost
<b>1. Staff cost (in-country)</b>				
1.1 Project Manager	Day	1	8,000	8,000
1.2 Audit Team Leader	Day	2	4,000	8,000
1.3 Senior Auditor	Day	8	2,200	17,600
1.4 Junior Auditor	Day	8	1,000	8,000
Subtotal staff cost:				41,600
<b>2. Any other cost</b>				
2.1 Communication, stationery and report production	Lump sum	1	50	50
2.2 Local transportation costs and miscellaneous travel expenses	Trip	6	50	300
2.3 Other costs (please specify)				
Subtotal other cost:				350
<b>Total unit cost:</b>				<b>41,950</b>

### 4. For HACT micro assessment:

Activity description	UOM	Quantity	Unit cost	Total cost
<b>1. Staff cost (in-country)</b>				
1.1 Project Manager	Day	0.2	8,000	1,600
1.2 Audit Team Leader	Day	0.5	4,000	2,000
1.3 Senior Auditor	Day	3	2,200	6,600
1.4 Junior Auditor	Day	3	1,000	3,000
Subtotal staff cost:				13,200
<b>2. Any other cost</b>				
2.1 Communication, stationery and report production	Lump sum	1	50	50
2.2 Local transportation costs and miscellaneous travel expenses	Trip	2	50	100
2.3 Other costs (please specify)				
Subtotal other cost:				150
<b>Total unit cost:</b>				<b>13,350</b>

#### 5. For spot checks:

Activity description	UOM	Quantity	Unit cost	Total cost
<b>1. Staff cost (in-country)</b>				
1.1 Project Manager	Day	0.2	8,000	1,600
1.2 Audit Team Leader	Day	0.5	4,000	2,000
1.3 Senior Auditor	Day	3	2,200	6,600
1.4 Junior Auditor	Day	2.5	1,000	2,500
Subtotal staff cost:				12,700
<b>2. Any other cost</b>				
2.1 Communication, stationery and report production	Lump sum	1	50	50
2.2 Local transportation costs and miscellaneous travel expenses	Trip	2	50	100
2.3 Other costs (please specify)				
Subtotal other cost:				150
<b>Total unit cost:</b>				<b>12,850</b>