

PROYECTO BOL/32863
**“Asistencia Preparatoria al Fortalecimiento
Institucional de la Prefectura de Santa Cruz”**

FONDOS DFID



3 September 2004

Form of Administration Arrangement for Cost-sharing or Trust Fund between the Department for International Development (DFID) and the United Nations Development Programme (UNDP)

1. I am pleased to inform you of the intention of the United Kingdom to make available the contribution ("the Contribution") of US\$147.966.20 (One Hundred Forty Seven Thousand Nine Hundred Sixty Six 20/100 US Dollars) as a grant, to be administered by UNDP for the "ADJUSTMENTS to SANTA CRUZ DEPARTAMENTAL PLAN FOR SOCIAL AND ECONOMIC DEVELOPMENT (PDDES)", UNDP project number BOL/32863, DFID project number 086-542-008-CA-003. The terms of the Framework Arrangement will apply to the Contribution. UNDP will administer the Contribution in accordance with the provisions of the Framework Arrangement, except as otherwise provided herein.
2. The Contribution will be used exclusively for the following purposes: the Project "Adjustments to Santa Cruz Departmental Plan for Social and Economic Development (PDDES) in the Prefecture of Santa Cruz" is oriented to design a development plan, that is coordinated between civil society and public institutions at departmental level which articulates national objectives, policies and strategic operations with the regional level and which guides and promotes private/public investments with equity, social justice and full citizenship participation in the framework of current regulations, as laid out in the Project Document (Annex 1) and UNDP Terms of Reference as managing agent (Annex 2).
3. The contribution will be charged the following support costs:
 - 3% per cent for the additional cost incurred by UNDP in providing administration and handling services of the contribution.
4. The United Kingdom will deposit the Contribution as a grant with UNDP, upon request from UNDP, in UNDP's Bank Account:

Name: UNDP Contributions GBP Account
No. 6008-6272-2030
Bank of America - London,
1 Allie Street, London E1 8DE
SWIFT code BOFAGB22

in accordance with the following schedule:

- US\$ 73, 983.10 upon signature of the Administration Arrangement; and
- US\$ 73, 983.10 upon approval of mid term activity and financial reports.

The above schedule may be amended by mutual consent of UNDP and the United Kingdom dependent upon actual and estimated expenditure and need. DFID will notify UNDP Headquarters of each payment using the attached form.

5. The monitoring and supervision of this project will be undertaken in coordination with the Secretariat of NEDD, UNIR. For the second request for payment, UNDP will present to DFID, with a copy to the offices of UNIR, a mid term financial report and a mid term activity report in accordance with the requirements presented in Annex 3 "*Guide to the Supervision and Monitoring of NEDD Projects*" (*Guia a la Supervisión y Monitoreo de los Proyectos Aprobados en el Marco del Programa NEDD*). At the end of the project an external financial audit, and a systematization of the project will be undertaken. The costs of the audit and systematization will be covered by the project. The Secretariat of the NEDD Programme may also undertake an external evaluation of the project. See Annex 3 for details of the reporting requirements, audit, systematization and external evaluation. Compliance with the monitoring and evaluation mechanisms presented in Annex 3, form part of this Administration Arrangement.
6. It is expected that the Contribution funds will be fully utilised in accordance with the provisions of this Administration Arrangement by March 15th, 2005. For UNDP will only disburse the funds for the purpose of this Administration Agreement after such dates upon the approval of the United Kingdom.
7. If at any time, either Participant determines that the purposes of this Administration Arrangement can not to longer be effectively or appropriately carried out, or if the Framework Arrangement is terminated, this Administration Arrangement may be terminated at the initiative of either Participant by giving three (3) months' written notice. Such termination will not oblige UNDP to repay any funds until satisfaction of all commitments and liabilities.
8. The offices responsible for Co-ordination of all matters relating to this Administration Arrangement are:

For the United Kingdom

DFID Bolivia
Edificio Fortaleza, Piso 14
Avenida Arce
La Paz, Bolivia

For UNDP

PNUD Bolivia
Edificio Metrobol
Calle 14, Obrajes
La Paz, Bolivia

9. I would like to propose that this letter will, upon your confirmation in the to manner indicated below, constitute an Arrangement between the United Kingdom and UNDP for the "Adjustment to Santa Cruz Departmental Plan for Social and Economic Development (PDDDES) - Prefecture of Santa Cruz".
10. Three originals of the text of this Arrangement, written in the English language, have been signed by the Parties

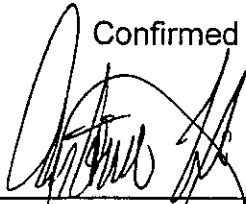
Yours sincerely,



Sam Bickersteth, Head of DFID Bolivia


Date: 9th September 2004

Confirmed



Antonio Molpederes
UNDP Resident Representative for Bolivia

Date: 10/SEP/2004





1 Palace Street, London SW1E 5HE

Direct Line: +44 (0)20 7023

Fax Line: +44 (0)20 7023

To: UNDP Contributions Unit
304 East 45th street 4th floor
New York NY10017
USA

e-mail addresses: gertrude.cruz@undp.org and copy to claude.graham@undp.org

UNDP PAYMENTS

Telegraphic Transfer or
Draft or BACS (TT or D or
BACS

BACS

Currency

STERLING

Amount in Figures (currency)

Amount in words

Bank Name
Bank Address

BANK OF AMERICA N.A – LONDON BRANCH
1 ALIE STREET
LONDON E1 8DE
ENGLAND
SWIFT: BOFAGB22

Beneficiary A/C
Bank A/C No

UNITED NATIONS DEVELOPMENT PROGRAMME –
CONTRIBUTIONS ACCOUNT
6008-62722-030

Beneficiary Name

UNITED NATIONS DEVELOPMENT PROGRAMME

Beneficiary
Address

UNITED NATIONS DEVELOPMENT PROGRAMME
ONE UNITED NATIONS PLAZA, NEW YORK
NY 10017
USA

Reason for
Payment

Payment Date

Terms of Reference for UNDP as managing agent

1. Appraisal and supervision of the project will be the responsibility of UNDP and will be carried out by UNDP in accordance with UNDP's standard policies and procedures.
2. Administration and management of disbursements to Prefectura del Departamento de Santa Cruz.
3. Within three months after the date of completion or termination of the Arrangement, a final report summarizing project results as well as provisional financial data will be provided by UNDP to DFID.
4. Coordination and assessment on the presentation of technical reports prepared by the Equipo Mixto de Coordinación to DFID and UNIR.
5. In coordination with the Prefectura del Departamento de Santa Cruz, financed with UNDP's core resources, the publication of Departmental Plan for Social and Economic Development will be carried out.



27 October 2004

Amendment N°1 to Form of Administration Arrangement for Cost-sharing or Trust Fund between the Department for International Development (DFID) and the United Nations Development Programme (UNDP)

1. I refer to the Administration Arrangement for the "*Adjustments to Santa Cruz, Departmental Plan for Social and Economic Development (PDDDES)*" project signed by DFID and UNDP on September 10th, 2004. DFID propose to change the currency of the arrangement from US Dollars to Pounds Sterling.
2. I propose that the figure and words US\$147,966.20 (One Hundred Forty Seven Thousand Nine Hundred Sixty Six 20/100 US Dollars) in paragraph 1 of the original Administration Arrangement are deleted and replace by the figures and words £82,000.- (Eighty Two Thousand 00/100 pounds sterling). Also, the figures and words US\$79,983.10 (Seventy Nine Thousand Nine Hundred and Eighty Three 10/100 US Dollars) in paragraph 4 of the original Administration Arrangement are deleted and replace by the figures and words £41,000.- (Forty One Thousand 00/100 pounds sterling).
3. This letter of amendment will place on record our common understanding of the above change and will come into operation on the date you sign your confirmation below. This note will be known as Amendment N° 1/2004.
4. Please sign the three originals of this letter – return two to me and retain the other for your own records.

Yours sincerely,

Sam Bickersteth, Head of DFID Bolivia

Date: 4/11/04

Confirmed

Antonio Molpeceres
UNDP Resident Representative for Bolivia

Date: 3/11/04

08 NOV. 2004



31 March 2005

Amendment N°2 to Form of Administration Arrangement for Cost-sharing or Trust Fund between the Department for International Development (DFID) and the United Nations Development Programme (UNDP)

1. I refer to the Administration Arrangement for the "Adjustments to Santa Cruz, Departmental Plan for Social and Economic Development (PDDDES)" project signed by DFID and UNDP on September 10th, 2004 and amended on October 27th, 2004.
2. As requested by UNDP, I propose that the date of March 15th, 2005 to fully utilize the funds stated in Paragraph 6 of the original Administration Arrangement is deleted and replaced by September 30th, 2005.
3. This letter of amendment will place on record our common understanding of the above change and will come into operation on the date you sign your confirmation below. This note will be known as Amendment N° 2/2005.
4. Please sign the three originals of this letter – return two to me and retain the other for your own records.

Yours sincerely,

Jennie Richmond, Head of DFID Bolivia

Date: 31 March 05

Confirmed

Antonio Molpeceres
UNDP Resident Representative for Bolivia

Date: 21/03/05



3 August 2005

Amendment N°3 to Form of Administration Arrangement for Cost-sharing or Trust Fund between the Department for International Development (DFID) and the United Nations Development Programme (UNDP)

1. I refer to the Administration Arrangement for the "*Adjustments to Santa Cruz, Departmental Plan for Social and Economic Development (PDDES)*" project signed by DFID and UNDP on September 10th 2004, amendment N°1 on October 27th, 2004 and amendment N°2 on 31 March 2005.
2. As requested by UNDP, I propose that the date of September 30th, 2005 to fully utilize the funds stated in Paragraph 6 of the original Administration Arrangement is deleted and replaced by December 31st, 2005.
3. This letter of amendment will place on record our common understanding of the above change and will come into operation on the date you sign your confirmation below. This note will be known as Amendment N° 3/2005.
4. Please sign the three originals of this letter – return two to me and retain the other for your own records.

Yours sincerely,

Jennie Richmond, Head of DFID Bolivia

Date: 08-08-05

Confirmed

Antonio Molpeceres
UNDP Resident Representative for Bolivia

Date: 08-08-05

42 800 2005

**DFID** Department for
International
Development

19 January 2006

Amendment N°4 to Form of Administration Arrangement for Cost-sharing or Trust Fund between the Department for International Development (DFID) and the United Nations Development Programme (UNDP)

1. I refer to the Administration Arrangement for the "Adjustments to Santa Cruz, Departmental Plan for Social and Economic Development (PDDDES)" project signed by DFID and UNDP on September 10th 2004, amendment N°1 on October 27th 2004, amendment N°2 on 31 March 2005, amendment N°3 on 3rd August 2005.
2. As requested by UNDP, I propose that the date of December 31th, 2005 to fully utilize the funds stated in Paragraph 6 of the original Administration Arrangement is deleted and replaced by April 30th 2006.
3. This letter of amendment will place on record our common understanding of the above change and will come into operation on the date you sign your confirmation below. This note will be known as Amendment N° 4/2006
4. Please sign the three originals of this letter – return two to me and retain the other for your own records.

Yours sincerely,

Jennie Richmond, Head of DFID Bolivia

Date: _____

Confirmed

Antonio Molpeceres
UNDP Resident Representative for BoliviaDate: 23/01/06

~~CONFIDENTIAL~~

PRODOC



DFID Department for International Development

25 April 2006

Amendment N°5 to Form of Administration Arrangement for Cost-sharing or Trust Fund between the Department for International Development (DFID) and the United Nations Development Programme (UNDP)

1. I refer to the Administration Arrangement for the "Adjustments to Santa Cruz, Departmental Plan for Social and Economic Development (PDDES)" project signed by DFID and UNDP on September 10th 2004, amendment N°1 on October 27th 2004, amendment N°2 on 31 March 2005, amendment N°3 on 3rd August 2005 and amendment N°4 on 19 January 2006
2. As requested by UNDP, I propose that the date of April 30th, 2006 to fully utilize the funds stated in Paragraph 6 of the original Administration Arrangement is deleted and replaced by June 30th, 2006.
3. This letter of amendment will place on record our common understanding of the above change and will come into operation on the date you sign your confirmation below. This note will be known as Amendment N° 5/2006
4. Please sign the three originals of this letter – return two to me and retain the other for your own records.

Yours sincerely,

Jennie Richmond, Head of DFID Bolivia

Date: _____

Confirmed

Antonio Molpeceres
UNDP Resident Representative for Bolivia

Date: _____

RECIBIDO
ARCHIVO - Fecha 05 MAYO 2006



Department for
International
Development

Leading the British government's fight against world poverty



DFID Andes
Avenida Arce 2883, esq. Clavijo
La Paz
Bolivia

Tel +591-2-2435000
Fax +591-2-2434306

4 September 2006

**Amendment N° 6 to Form of Administration Arrangement for Cost-Sharing or
Trust Fund between the Department for International Development (DFID)
and the United Nations Development Programme (UNDP)**

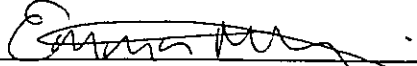
1. I refer to the Administration Arrangement for the "*Adjustments to Santa Cruz Departmental Plan for Social and Economic Development (PDDES)*" project signed by DFID and UNDP on September 10th 2004, Amendment N° 1 signed on October 27th 2004, Amendment N° 2 signed on March 31st 2005, Amendment N° 3 signed on 3rd August 2005, Amendment N° 4 signed on January 19th 2006, and Amendment N° 5 signed on April 25th 2006.

2. In order to fully utilize the funds, and as requested by UNDP, I propose that the end date of June 30th 2006 in Amendment N° 5 is deleted and replaced by October 31st 2006.

3. This letter of amendment will place on record our common understanding of the above change and will come into operation on the date you sign your confirmation below. This note will be known as Amendment N° 6/2006.

4. Please sign the three originals of this letter, return two to me and retain the other for your own records.

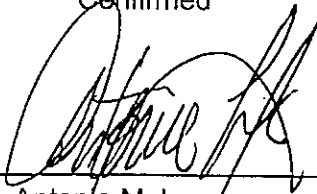
Yours sincerely,



Emma Morley, Acting Head of DFID Andes

Date: _____

Confirmed



Antonio Molpeceres
UNDP Resident Representative for Bolivia

Date: _____

PROYECTO BOL/32863
**“Asistencia Preparatoria al Fortalecimiento
Institucional de la Prefectura de Santa Cruz”**

**FONDOS
DFID**

**INFORME
TECNICO FINANCIERO**

PROYECTO BOL/32863
**“Asistencia Preparatoria al Fortalecimiento
Institucional de la Prefectura de Santa Cruz”**

**FONDOS
DFID**

**INFORME FINANCIERO
FINAL**

PROYECTO BOL/32863
 ASISTENCIA PREPARATORIA AL FORTALECIMIENTO INSTITUCIONAL DE LA PREFECTURA DEL DEPARTAMENTO DE SANTA CRUZ

INFORME FINANCIERO FINAL

Donante	Presupuesto A	Ejecución 2004 B	Ejecución 2005 C	Ejecución 2006 D	Ejecución 2007 E	Total Ejecución F= (B+C+D+E)	% Ejecución G= (F/A)	Saldo H	GMS I	OBSERVACIONES
DFID	153,773.42	46,360.71	82,064.16	18,193.18	1,228.92	147,846.97	96.15	5,926.45	4,321.11	SALDO PARA DEVOLVER AL FINANCIADOR
TOTAL	153,773.42	46,360.71	82,064.16	18,193.18	1,228.92	147,846.97	96.15	5,926.45	4,321.11	