

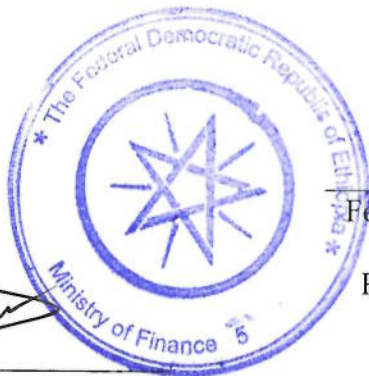
**STANDARD LETTER OF AGREEMENT BETWEEN UNDP AND MINISTRY OF FINANCE AND  
ECONOMIC COOPERATION FOR THE PROVISION OF SUPPORT SERVICES For Project ID,  
00103024 (Output No-00104955) Governance and Democratic Participation Programme (GDPP)**

Dear Mr. Yonas,

1. Reference is made in consultations between officials of the Government of Ethiopia (hereinafter referred to as “the Government”) and officials of UNDP with respect to the provision of support services by the UNDP country office for nationally managed programmes and projects. UNDP and the Government hereby agree that the UNDP country office may provide such support services at the request of the Government through its institution designated in the relevant programme support document or project document, as described below.
2. The UNDP country office may provide support services for assistance with reporting requirements and direct payment. In providing such support services, the UNDP country office shall ensure that the capacity of the Government-designated institution is strengthened to enable it to carry out such activities directly. The costs incurred by the UNDP country office in providing such support services shall be recovered from the administrative budget of the office.
3. The UNDP country office may provide, at the request of the designated institution, the following Support services for the activities of the programme/project:
  - (a) Identification and/or recruitment of project and programme personnel;
  - (b) Identification and facilitation of training activities;
  - (c) Procurement of goods and services;
4. The procurement of goods and services and the recruitment of project and programme personnel by the UNDP country office shall be in accordance with the UNDP regulations, rules, policies and procedures. Support services described in paragraph 3 above shall be detailed in an annex to the programme support document or project document, in the form provided in the Attachment hereto. If the requirements for support services by the country office change during the life of a programme or project the annex to the programme support document or project document is revised with the mutual agreement of the UNDP resident representative and the designated institution.
5. The relevant provisions of the Standard Basic Agreement between The Government Ethiopia and UNDP Ethiopia Country Office signed 6 February 1981 (the “SBAA”), including the provisions on liability and privileges and immunities, shall apply to the provision of such support services. The Government shall retain overall responsibility for the nationally managed programme or project through its designated institution. The responsibility of the UNDP country office for the provision of the support services described herein shall be limited to the provision of such support services detailed in the annex to the programme support document or project document.




6. Any claim or dispute arising under or in connection with the provision of support services by the UNDP country office in accordance with this letter shall be handled pursuant to the relevant provisions of the SBAA.
7. The manner and method of cost-recovery by the UNDP country office in providing the support services described in paragraph 3 above shall be specified in the annex to the programme support document or project document.
8. The UNDP country office shall submit progress reports on the support services provided and shall report on the costs reimbursed in providing such services, as may be required.
9. Any modification of the present arrangements shall be effected by mutual written agreement of the parties hereto.
10. If you are in agreement with the provisions set forth above, please sign and return to this office two signed copies of this letter. Upon your signature, this letter shall constitute an agreement between your Government and UNDP on the terms and conditions for the provision of support services by the UNDP country office for nationally managed programmes and projects.



Yours sincerely,

For UNDP Country Office  
Turhan Saleh  
Resident Representative



  
For the Government  
Mr. Yonas Getahun  
UN Agencies, CRGE Facilities &  
Regional Economic Cooperation  
Directorate Coordination

Attachment 1

**DESCRIPTION OF UNDP COUNTRY OFFICE SUPPORT SERVICES**

1. Reference is made in consultation between Ministry of Finance, the institution designated by the Government of Ethiopia and officials of UNDP with respect to the provision of support services by UNDP Ethiopia Country Office for the nationally managed programme or project, **Project ID, 00103024 (Output No-00104955)**
2. In accordance with the provisions of the letter of agreement signed on 8 February 2018 and the programme support document, the UNDP country office shall provide support services for the Programme - **Governance & Democratic Participation Programme** as described below.
3. Support services to be provided:

SN	Support services (insert description)	Schedule for the provision of the support services	Cost to UNDP of providing such support services (where appropriate) ( USD)	Amount and method of reimbursement of UNDP (where appropriate)
1	Procurement of High-Tech Digitization Equipment	As per the signed AWP	As per UNDP's local price list	UNDP will directly charge the project upon receipt of request of services from the Implementing Partner (IP) USD 200,000
2.	Training & Experience Sharing abroad by IPs	" "	" "	UNDP will directly charge the project upon receipt of request of services from the Implementing Partner (IP) USD 190,000
2	Procurement of Community Radio and Mini-Media Equipment - EBA	" "	" "	UNDP will directly charge the project upon receipt of request of services from the Implementing Partner (IP) USD 110,000
3	Recruitment of Project and Finance Officers (1 POs & 1 FOs)	As per the signed AWP	As per UNDP's std. price list	UNDP will directly charge the project upon receipt of request of services from the Implementing Partner (IP) USD 100,000/year
4	Recruitment of ICT Equipment for NEBE	As per the signed AWP	As per UNDP's std. price list	UNDP will directly charge the project upon receipt of request of services from the Implementing Partner (IP) USD 74,000
5	Gender Assessment – all IPs	As per the signed AWP	As per UNDP's local price list	UNDP will directly charge the project upon receipt of request of services from the Implementing Partner (IP) USD 60,000 *
6	Recruitment of Int'l. Consultant for the Anti-Corruption Policy and Strategy	As per the signed AWP	As per the UNDP's local price list	UNDP will directly charge the project upon receipt of request of services from the



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SN	Support services (insert description)	Schedule for the provision of the support services	Cost to UNDP of providing such support services (where appropriate) ( USD)	Amount and method of reimbursement of UNDP (where appropriate)
7	Recruitment of Consultants to edit and translator for for Civic Engagement Policy & Community Assessment	As per the signed AWP	As per UNDP's local price list	Implementing Partner (IP) USD 40,000 UNDP will directly charge the project upon receipt of request of services from the Implementing Partner (IP) USD 23,000
8	Recruitment of 2 National Consultants for the Advisory Council of the OAG	As per the signed AWP	As per UNDP's local price list	UNDP will directly charge the project upon receipt of request of services from the Implementing Partner (IP) USD 32,300
				<b>Grand Total USD 829,000</b>



4. Description of functions and responsibilities of the parties involved:

UNDP will provide project assurance to the project management by carrying out project oversight and monitoring functions. UNDP will also provide support in implementing the project activities as outlined in the AWP by resourcing and recruiting specialists to undertake the activities and utilizing their networks for study exchange, and other sharing of information.



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