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WOMEN'S ISSUES NETWORK OF BELIZE (WIN-BELIZE)

Contract for the services of an Individual Contractor

No. SWRNLB/01/2012

This Contract is entered into on 26th September, 2012 between Women's Issues Network of Belize through the Project "Strengthening Women's Representation in National Leadership in Belize" (hereinafter referred to as "WIN-Belize") and Linnette Vassell (hereinafter referred to as "the Individual Contractor") whose address is 37 Dewsbury Avenue, Kingston 6, Jamaica.

WHEREAS WIN-Belize desires to engage the services of the Individual Contractor on the terms and conditions hereinafter set forth, and:

WHEREAS the Individual Contractor is ready and willing to accept this Contract with WIN-Belize on the said terms and conditions,

NOW, THEREFORE, the Parties hereby agree as follows:

1. Nature of services

The Individual Contractor shall perform the services as described in the Terms of References which form an integral part of this Contract and are attached hereto as *Annex I* in Belize

2. Duration

This Individual Contract shall commence on 26th September, 2012 and shall expire upon satisfactory completion of the services described in the Terms of Reference mentioned above, but not later than 31st October, 2012 unless sooner terminated in accordance with the terms of this Contract. This Contract is subject to the General Conditions of Contract for Individual contractors.

3. Consideration

As full consideration for the services performed by the Individual Contractor under the terms of this Contract, including, unless otherwise specified, his/her travel to and from the Duty Station any other travel required in the fulfillment of the Terms of Reference in Annex I, and living expenses in the Duty Station, UNDP shall pay the Individual Contractor a total of US \$3,200.00 in accordance with the table set forth below¹. Payments shall be made following certification by UNDP that the services related to each Deliverable, as described below, have been satisfactorily performed and the Deliverables have been achieved by or before the due dates specified below, if any.

¹ For payments which are not output-based lump sum, indicate the maximum number of working days/hours/units, any out of pocket expense (travel, per diem...) and the corresponding fee/cost in the Deliverable(s) table.



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DELIVERABLE	DUE DATE	AMOUNT IN [CURRENCY]
1. Methodology for conducting and facilitating the Gender and Democracy Forum.	28 th September 2012	\$ 800.00
2. Two day Gender and Democracy Forum in Belize	3 rd & 4 th October 2012	\$ 800.00
3. Advocacy body for women as a legitimate political base	4 th October 2012	\$ 400.00
4. Final report with recommendation on promoting inclusive governance and on methods addressing socio-cultural barriers that are imposed upon women.	31 st October 2012	\$1,200.00

If unforeseen travel outside the Duty Station not required by the Terms of Reference is requested by UNDP, and upon prior written agreement, such travel shall be at UNDP's expense and the Individual Contractor shall receive a *per diem* not to exceed United Nations daily subsistence allowance rate in such other location(s).

Where two currencies are involved, the rate of exchange shall be the official rate applied by the United Nations on the day the UNDP instructs its bank to effect the payment(s).

4. Rights and Obligations of the Individual contractor

The rights and obligations of the Individual Contractor are strictly limited to the terms and conditions of this Contract, including its Annexes. Accordingly, the Individual Contractor shall not be entitled to any benefit, payment, subsidy, compensation or entitlement, except as expressly provided in this Contract. The Individual Contractor shall be solely liable for claims by third parties arising from the Individual Contractor's own acts or omissions in the course of performing this Contract, and under no circumstances shall UNDP be held liable for such claims by third parties.

5. Beneficiary

The Individual Contractor selects Cyril Vassell as beneficiary of any amounts owed under this Contract in the event of death of the Individual Contractor while performing services hereunder. This includes the payment of any service-incurred liability insurance attributable to the performance of the services for UNDP.

Mailing address, email address and phone number of beneficiary: 37 Dewsbury Avenue, Kingston 6, Jamaica.



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Mailing address, email address and phone number of emergency contact (if different from beneficiary):

Same

IN WITNESS WHEREOF, the Parties hereto have executed this Contract.

By signing below, I, the Individual Contractor, acknowledge and agree that I have read and accept the terms of this Contract

AUTHORIZING OFFICER:
Women's Issues Network of Belize (WIN-Belize)

INDIVIDUAL CONTRACTOR:

Name: J. Carolyn Reynolds

Name: Linnette Vassell

Signature: _____

Signature: _____

Date: September 27, 2012

Date: September 27, 2012