

AFRICAN UNION
الاتحاد الأفريقي



UNION AFRICAINE
UNIÃO AFRICANA

AFRICAN COURT ON HUMAN AND PEOPLES' RIGHTS
COUR AFRICAINE DES DROITS DE L'HOMME ET DES PEUPLES
P.O Box 6274 Arusha, Tanzania Telephone: +255 732 979506/9; Fax: 255 732 979503
Web site: www.african-court.org Email registrar@african-court.org

REQUEST FOR PROPOSALS (RFP)
FOR PROVISION OF INTERPRETATION EQUIPMENT TO THE AFRICAN COURT
ON HUMAN AND PEOPLES' RIGHTS

RFP No: AFCHPR/PTS/2018/108

Project Title: PROVISION AND INSTALATION OF INTERPRETATION EQUIPMENT TO THE AFRICAN COURT ON HUMAN AND PEOPLES' RIGHTS

Location: Arusha, Tanzania

Starting date of advertisement of Request for Proposals: 19 July, 2018

Deadline for submission of proposals: 18 August, 2018 at 1700 hours

The Proposals which includes the Technical and Financial Proposal must be submitted separately in sealed envelopes.

The application should bear the subject "APPLICATION FOR PROVISION OF INTERPRETATION EQUIPMENT TO THE AFRICAN COURT ON HUMAN AND PEOPLES' RIGHTS"

And should be addressed and sent either to:

Email address:

Procurement@african-court.org

Or,

Postal address:

**The Registrar,
African Court on Human and Peoples' Rights
P.O. BOX 6274
Arusha, Tanzania**

Or,

Physical address:

The Headquarters of the African Court on Human and Peoples' Rights, situated at TANAPA, Mwalimu Julius Nyerere Conservation Centre, Phase II, Dodoma Road.

1. Background of the African Court on Human and Peoples' Rights

The African Court on Human and Peoples' Rights (the Court) was established by virtue of Article 1 of the Protocol to the African Charter on Human and Peoples' Rights on the Establishment of the African Court on Human and Peoples' Rights (Protocol), adopted on 9 June, 1998 in Ouagadougou, Burkina Faso. The Protocol came into force on 25 January 2004 paving the way for the operationalization of the Court.

It is the first continental judicial body charged with ensuring that the provisions of the African Charter on Human and Peoples' Rights, adopted on 27 June, 1981, are respected and observed. The mandate of the Court is to complement the protective mandate of the African Commission on Human and Peoples' Rights (the Commission). The Court has its seat in Arusha, in the United Republic of Tanzania.

2. Purpose of the Proposal

Within the framework of discharging its mandate and ensuring the proper administration of justice, the African Court intends to procure two sets Interpretation Equipment for the Public Courtroom and the judges' sitting room and six interpretation booths.

In this regard, the Court is seeking qualified firms that can provide, install the interpretation equipment. The proposals in response to this Request for Proposal (RFP) must adhere to all the requirements of this RFP.

3. Contents of Proposal

Bidders are required to complete, sign and submit the following documents:

- i. Proposal Submission Cover Letter Form (see RFP Section 4.);
- ii. Documents Establishing the Eligibility and Qualifications of the Bidder (see RFP Section 5);
- iii. Technical Proposal (see prescribed form in RFP Section 6);
- iv. Financial Proposal (see prescribed form in RFP Section 7);
- v. Any attachments and/or appendices to the proposal.

4. Clarification of Proposal

- i. Bidders may request clarifications at least 5 days before the deadline for submission of proposals. Any request for clarification must be sent in writing via courier or through electronic means to the address indicated below.

The Procurement, Travel and Stores Unit
The African Court on Human and Peoples'
Rights
P.O. Box 6274, Arusha, Tanzania
Phase II Mwalimu Julius Nyerere Conservation Centre, Dodoma Road
Arusha, Tanzania
E-MAIL: saifeddine.rouis@african-court.org
Tel: +255732979509
Fax: +255732979503

- ii. The Court will respond in writing and transmit its response by electronic means and will copy the response (including an explanation of the query but without identifying the source of inquiry) to all Bidders. No changes, substitutions or other alterations to the provisions stipulated in this RFP may be made or assumed unless they are instructed or approved in writing in the form of Supplemental Information to the RFP.
- iii. The Court shall endeavor to provide responses to clarifications sought in an expeditious manner, but any delay in such response shall not create an obligation on the part of the Court to extend the submission date of the proposals, unless the Court deems that such an extension is justified and necessary.



5. Amendment of Proposals

At any time prior to the deadline of Proposal submission, the Court may for any reason, such as in response to a clarification requested by a Bidder, modify the RFP in the form of a Supplemental Information to the RFP. All prospective Bidders will be notified in writing of all changes/amendments and additional instructions through Supplemental Information to the RFP.

In order to afford prospective Bidders reasonable time to consider the amendments in preparing their proposals, the Court may, at its discretion, extend the deadline for submission of proposals, if the nature of the amendment to the RFP justifies such an extension.

6. Cost

The Bidder shall bear any and all costs related to the preparation and/or submission of the proposal, regardless of whether its proposal was selected or not. The Court shall in no case be responsible or liable for those costs, regardless of the conduct or outcome of the procurement process.

7. Language

The proposal, as well as any and all related correspondence exchanged by the Bidder and the Court, shall be written in either English or French. Any printed literature furnished by the Bidder written in a language other than English or French must be accompanied by a translation in English or French. For purposes of consideration of the proposal, and in the event of discrepancy or inconsistency in meaning, the version translated into either English or French, as applicable, shall govern. Upon conclusion of a contract, the language of the contract shall govern the relationship between the bidder and the Court.

8. Objectives of the Proposal

The main objective of the proposal is to replace old interpretation system and to equip the Public Courtroom and the judges' sitting room with a new one.

The following are the needed material:

- i. 22 delegate units: microphones and headphones (for the judges' sitting room, preferably of higher quality);
- ii. 08 individual interpreter consoles with microphone and accessories;
- iii. 08 headphones (for interpreters);

MS

- iv. 300 wireless receivers and accessories / charging units / headphones (only to hear interpretation during public hearings and awareness missions);
- v. 02 sets of apparatus - Interface modules, radiators, accessories such as microphones for the prosecution podium and the defence podium, etc.;
 - A set for the judges' sitting room (16m x 9 m);
 - A set for the Public Courtroom (22m x 30m);
- vi. 06 international standard interpretation booths (for Public Courtroom)
- vii. All wiring that will be needed for both rooms.

9. Delivery

The installation of the equipment will be done at the African Court on Human and Peoples' Rights headquarters in Arusha, Tanzania.

10. Confidentiality

The bidder will not reveal or publish any information that comes to his or her knowledge in the course of this RFP to any unauthorized person without the prior written consent of the Court.

11. Copyright

The copyright of all instruments, data and reports produced as part of the exercise undertaken under this RFP shall vest in the Court.

12. Notes

- The Court shall avail all relevant documents within its possession and reach and that are not subject to confidentiality, for analysis by the bidder.
- The Court will be responsible for the logistical arrangements for the exercise.

13. Proposal Submission Form

The Bidder shall submit the proposal using the forms provided in Sections 4 to 7 of this RFP.

14. Currencies

All prices shall be quoted in United States Dollars (USD).

Section 2 - Terms of Reference (TORs) for the RFP

This section sets out the objectives, scope of services, activities, tasks to be performed, respective responsibilities of the Bidder, expected results and deliverables and other data pertinent to the performance of the range of duties and services expected of the successful Bidder.

15. Nature of Work

Provide and install two sets of international standard interpretation equipment and six booths.

16. Scope of Work

The supplier will undertake the following tasks:

- i. Provide technical advice on the options for the implementation of interpretation equipment replacement;
- ii. Review the requirements through a survey of the space and dimensions of the rooms based on the Court's stated needs (also see floor plan sketches) and develop a detailed implementation plan;
- iii. Prepare and submit detailed proposal for the supply and installation of the equipment;
- iv. Deliver, install, test performance and deploy the equipment;
- v. Conduct a training programme on the use of the equipment for designated staff;
- vi. Conduct a training for the IT Unit on the operation of the Equipment;
- vii. Commission the interpretation equipment replacement project.

17. Key Outputs/Deliverables

- i. Interpretation equipment;
- ii. Installation;
- iii. Training.

18. Qualifications

The supplier should be a recognised firm (institution/firm includes a company, a joint venture, a partnership or a non-governmental organization/not-for profit organization) with experience in supplying and installing interpretation equipment and booths as well as training of interpretation equipment users and operators in Africa.

NS

The supplier should demonstrate the financial and technical capacity (know-how, human resources) and experience required to supply and install interpretation equipment and booths.

Section 3 - Submission of Technical and Financial Proposals

19. The Technical Proposal

The Bidder shall structure the Technical Proposal as follows:

- i. Expertise of the Firm – this section should provide details regarding the management structure of the institution, institutional capability/resources and experience of the institution, the list of projects/contracts (both completed and on-going, both domestic and international) which are related or similar in nature to the requirements of the RFP, and proof of financial stability and adequacy of resources to complete the services required by the RFP.
- ii. Proposed Methodology, Approach and Implementation Plan – this section should demonstrate the Bidder's response to the TORs by identifying the specific components proposed, how the requirements shall be addressed, as specified, point by point; providing a detailed description of the essential performance characteristics proposed; identifying the works/portions of the work that will be subcontracted (if any); and demonstrating how the proposed methodology meets or exceeds the specifications, while ensuring appropriateness of the approach to the local conditions and the rest of the project operating environment. This methodology must be laid out in an implementation timetable that is within the duration of the contract.
- iii. Management Structure and Key Personnel – This section should include the comprehensive curriculum vitae (CVs) of key personnel that will be assigned to support the implementation of the proposed methodology, clearly defining the roles and responsibilities vis-à-vis the proposed methodology. The CVs should establish competence and demonstrate qualifications, of at least the Task Manager/Team Leader, the Senior Expert and the Junior Expert, in areas relevant to the Terms of Reference.

In complying with this section, the Bidder assures and confirms to the Court that the personnel being nominated are available for the RFP on the dates proposed. If any of the key personnel later becomes unavailable, except for unavoidable reasons such as death or medical incapacity, among other possibilities, the Court reserves the right to consider the proposal non-responsive. Any deliberate substitution arising from unavoidable reasons, including delay in the implementation of the project through no fault of the Bidder shall be made only with the Court's acceptance of the justification for

substitution, and the Court's approval of the qualification of the replacement who shall be either of equal or superior credentials to the one being replaced.

20. Financial Proposals

The Financial Proposal shall be prepared using the attached standard form (Section 4). It shall list all major cost components associated with the services, and the detailed breakdown of such costs. All outputs and activities described in the Technical Proposal must be priced separately on a one-to-one correlation. Any output and activities described in the Technical Proposal but not priced in the Financial Proposal, shall be assumed to be included in the prices of other activities or items, as well as in the final total price.

21. Documents Establishing the Eligibility and Qualifications of the Bidder

The Bidder shall furnish documentary evidence of its status as an eligible and qualified vendor, using the Bidder Information Forms provided under Section 4. In order to award the RFP and contract to a Bidder, its qualifications must be documented to the Court's satisfaction.

22. Joint Venture, Consortium or Association

- i. If the Bidder is a group of legal entities that will form or have formed a joint venture, consortium or association at the time of the submission of the proposal, they shall confirm in their proposal that : (a) they have designated one party to act as a lead entity, duly vested with authority to legally bind the members of the joint venture jointly and severally, and this shall be duly evidenced by a duly notarized Agreement among the legal entities, which shall be submitted along with the proposal; and (b) if they are awarded the RFP, the contract shall be entered into, by and between Court and the designated lead entity, who shall be acting for and on behalf of all the member entities comprising the joint venture.
- ii. After the proposal has been submitted to Court, the lead entity identified to represent the joint venture shall not be altered without the prior written consent of Court. Furthermore, neither the lead entity nor the member entities of the joint venture can submit another proposal:

- a) either in its own capacity; or
 - b) as a lead entity or a member entity for another joint venture.
- iii. The description of the organization of the joint venture/consortium/association must clearly define the expected role of each of the entities in the joint venture in delivering the requirements of the RFP, both in the proposal and the Joint Venture Agreement. All entities that comprise the joint venture shall be subject to eligibility and qualification assessment by the Court.
- iv. Where a joint venture is presenting its track record and experience in a similar undertaking as those required in the RFP, it should present such information in the following manner:
- a) Undertakings that were carried out within the joint venture; and
 - b) Those that were undertaken by the individual entities of the joint venture expected to be involved in the performance of the tasks defined in the RFP
- v. Previous contracts completed by individual experts working privately but who are permanently or were temporarily associated with any of the member firms cannot be claimed as the experience of the joint venture or those of its members, but should only be claimed by the individual experts themselves in their presentation of their individual credentials.
- vi. If a joint venture's proposal is determined by the Court to be the most responsive and offers the best value for money, the Court shall award the RFP to the joint venture, in the name of its designated lead entity. The lead entity shall sign the contract for and on behalf of all other member entities.

23. Validity Period

Proposals shall remain valid for thirty calendar days commencing on the submission deadline date. A proposal valid for a shorter period shall be immediately rejected by the Court and rendered non-responsive. In exceptional circumstances, prior to the expiration of the proposal validity period, the Court may request bidders to extend the period of validity of their proposals. The request and the responses shall be made in writing, and shall be considered integral to the proposal.

Section 4: Proposal Submission Form¹

[insert: Location]

[insert: Date]

To: The Secretary
The Tender Board
African Court on Human and Peoples' Rights
Phase II -Mwalimu Julius Nyerere Conservation Centre
Dodoma Road
P.O. Box 6274
Arusha, Tanzania
E-MAIL: procurement@african-court.org
Tel: +255732979509
Fax: +255732979503

Dear Sir/Madam:

We, the undersigned, hereby offer to provide professional services for **the provision of Interpretation equipment to the African Court on Human and Peoples' Rights** in accordance with your Request for Proposal dated **22 June, 2018**. We are hereby submitting our Proposal, which includes the Technical Proposal and Financial Proposal sealed under separate envelopes.

We hereby declare that:

- a) All the information and statements made in this Proposal are true and we accept that any misrepresentation contained in it may lead to our disqualification;
- b) We have no outstanding bankruptcy or pending litigation or any legal action that could impair our operation as a going concern; and

¹ No deletion or modification may be made in this form. Any such deletion or modification may lead to the rejection of the Proposal.

MF

c) We do not employ, nor anticipate employing, any person who is or was recently employed by the Court.

We confirm that we have read, understood and hereby accept the Terms of Reference describing the duties and responsibilities required of us in this RFP.

We agree to abide by this Proposal for *[insert: period of validity]*.

We undertake, if our proposal is accepted, to initiate the services not later than the date directed by the Court.

We fully understand and recognize that the Court is not bound to accept this proposal, that we shall bear all costs associated with its preparation and submission, and that the Court will in no case be responsible or liable for those costs, regardless of the conduct or outcome of the evaluation.

We remain,

Yours sincerely,

Authorized Signature *[In full and initials]*: _____

Name and Title of Signatory: _____

Name of Institution: _____

Contact Details: _____

[please mark this letter with your corporate seal, if available]

NS

Section 5: Documents Establishing the Eligibility and Qualifications of the Bidder

Bidder Information Form²

Date: *[insert date (as day, month and year) of Proposal Submission]*

RFP No.: *[insert number]*

Page _____ of _____ pages

1. Bidder's Legal Name <i>[insert Bidder's legal name]</i>		
2. In case of Joint Venture (JV), legal name of each party: <i>[insert legal name of each party in JV]</i>		
3. Actual or intended Country/ies of Registration/Operation: <i>[insert actual or intended Country of Registration]</i>		
4. Year of Registration: <i>[insert Bidder's year of registration]</i>		
5. Countries of Operation	6. No. of staff in each Country	7. Years of Operation in each Country
8. Legal Address/es in Country/ies of Registration/Operation: <i>[insert Bidder's legal address in country of registration]</i>		
9. Value and Description of Top three (3) Biggest Contracts for the past five (5) years		
10. Latest Credit Rating (if any)		
11. Brief description of litigation history (disputes, arbitration, claims, etc.), indicating current status and outcomes, if already resolved.		

² The Bidder shall fill in this Form in accordance with the instructions. Apart from providing additional information, no alterations to its format shall be permitted and no substitutions shall be accepted.

NG

12. Bidder's Authorized Representative Information

Name: *[insert Authorized Representative's name]*

Address: *[insert Authorized Representative's address]*

Telephone/Fax numbers: *[insert Authorized Representative's telephone/fax numbers]*

Email Address: *[insert Authorized Representative's email address]*

13. Attached are copies of original documents of:

- If Joint Venture/Consortium – copy of the Memorandum of Understanding/Agreement or Letter of Intent to form a JV/Consortium, or Registration of JV/Consortium, if registered
- In case of Government corporation or Government-owned/controlled /funded entity, documents establishing legal and financial autonomy.

NP

Joint Venture Partner Information Form (if Registered)³

Date: *[insert date (as day, month and year) of Proposal Submission]*

RFP No.: *[insert number]*

Page _____ of _____ pages

1. Bidder's Legal Name: <i>[insert Bidder's legal name]</i>		
2. JV's Party Legal Name: <i>[insert JV's Party legal name]</i>		
3. JV's Party Country of Registration: <i>[insert JV's Party country of registration]</i>		
4. Year of Registration: <i>[insert Party's year of registration]</i>		
5. Countries of Operation	6. No. of staff in each Country	7. Years of Operation in each Country
8. Legal Address/es in Country/ies of Registration/Operation: <i>[insert Party's legal address in country of registration]</i>		
9. Value and Description of Top three (3) Biggest Contract for the past five (5) years		
10. Latest Credit Rating (if any)		
11. Brief description of litigation history (disputes, arbitration, claims, etc.), indicating current status and outcomes, if already resolved.		

³ The Bidder shall fill in this Form in accordance with the instructions. Apart from providing additional information, no alterations to its format shall be permitted and no substitutions shall be accepted.

NS

12. JV's Party Authorized Representative Information

Name: *[insert name of JV's Party authorized representative]*

Address: *[insert address of JV's Party authorized representative]*

Telephone/Fax numbers: *[insert telephone/fax numbers of JV's Party authorized representative]*

Email Address: *[insert email address of JV's Party authorized representative]*

13. Attached are copies of original documents of: *[check the box(es) of the attached original documents]*

- Articles of Incorporation or Registration of institution/firm named in 2.
- In case of government owned entity or government-controlled/funded entity, documents establishing legal and financial autonomy

NS

Section 6: Technical Proposal Form

TECHNICAL PROPOSAL FORMAT
INSERT TITLE OF THE RFP

Note: Technical Proposals not submitted in this format may be rejected. The financial proposal should be included in a separate envelope.

Name of Proposing Institution/ Firm:	
Country of Registration:	
Name of Contact Person for this Proposal:	
Address:	
Phone / Fax:	
Email:	

PART 1: EXPERTISE OF INSTITUTION/FIRM

This section should fully explain the Bidder's resources in terms of personnel and facilities necessary for the performance of this RFP.

1.1 Brief Description of Bidder as an Entity: Provide a brief description of the institution/ firm submitting the proposal, its legal mandates/authorized activities, the year and country of incorporation/registration, types of activities undertaken, and approximate annual budget, etc. Include reference to reputation, or any history of litigation and arbitration in which the institution / firm has been involved that could adversely affect or impact the performance of services, indicating the status/result of such litigation/arbitration.

1.2. Financial Capacity: Provide the latest Audited Financial Statements (Income Statement and Balance Sheet) duly certified by a Chartered Accountant, and with authentication of discharge of relevant taxes by the Government's Internal Revenue Authority. Include any indication of credit rating, industry rating, etc.

MF

1.3. Track Record and Experiences: Provide the following information regarding corporate experience within the last five (5) years which are related or relevant to those required for this RFP.

Name of project	Client	Contract Value	Period of activity	Types of activities undertaken	Status or Date Completed	References Contact Details (Name, Phone, Email)



PART 2 - APPROACH AND IMPLEMENTATION PLAN

This section should demonstrate the Bidder's responsiveness to the Terms of Reference by identifying the specific components proposed, addressing the requirements, as specified, point by point; providing a detailed description of the essential performance characteristics proposed; and demonstrating how the proposed methodology meets or exceeds the requirements.

- 2.1. Approach to the Service/Work Required:** Please provide a detailed description of the methodology for how the institution/firm will achieve the Terms of Reference of the project, keeping in mind the appropriateness to local conditions and project environment.
- 2.2. Technical Quality Assurance Review Mechanisms:** The methodology shall also include details of the Bidder's internal technical and quality assurance review mechanisms.
- 2.3 Implementation Timelines:** The Bidder shall submit a Project Schedule indicating the detailed sequence of activities that will be undertaken and their corresponding timing.
- 2.4. Risks / Mitigation Measures:** Please describe the potential risks for the implementation of this project that may impact achievement and timely completion of expected results as well as their quality. Describe measures that will be put in place to mitigate these risks.
- 2.5. Reporting and Monitoring:** Please provide a brief description of the mechanisms proposed for this project for reporting to the Court and supporting partners, including a reporting schedule.
- 2.6. Partnerships:** Explain any partnerships with local, international or other organizations that are planned for the implementation of the project. Special attention should be given to providing a clear picture of the role of each entity and how everyone will function as a team. Letters of commitment from partners and an indication of whether some or all have successfully worked together on other previous projects is encouraged.
- 2.7 Statement of Full Disclosure:** This is intended to disclose any potential conflict, if any.
- 2.8 Other:** Any other comments or information regarding the project approach and methodology that will be adopted.

18

PART 3: PERSONNEL

3.1 Management Structure: Describe the overall management approach toward planning and implementing this activity. Include an organization chart for the management of the project describing the relationship of key positions and designations.

3.2 Staff Time Allocation: Provide a spreadsheet will be included to show the activities of each staff member and the time allocated for his/her involvement. (Note: This spreadsheet is crucial and no substitution of personnel will be tolerated once the contract has been awarded except in extreme circumstances and with the written approval of the Court. If substitution is unavoidable it will be with a person who, in the opinion of the Court project manager, is at least as experienced as the person being replaced, and subject to the approval of the Court. No increase in costs will be considered as a result of any substitution.)

3.3 Qualifications of Key Personnel. Provide the CVs for key personnel (at least for the Team Leader, Senior Expert, Junior Expert) that will be provided to support the implementation of this project. CVs should demonstrate qualifications in areas relevant to the Terms of Reference. Please use the format below:

Name:	
Position for this RFP:	E.g. Team Leader, Senior Expert etc
Nationality:	
Contact information:	
Countries of Work Experience:	
Language Skills:	
Educational and other Qualifications:	
Summary of Experience:	<i>Highlight experience in the region and on similar projects.</i>
Relevant Experience (From most recent):	

NP

Period: From – To	Name of activity/ Project/ funding organisation, if applicable:	Job Title and Activities undertaken/Description of actual role performed:
<i>e.g. June 2013- September 2013</i>		
<i>Etc.</i>		
<i>Etc.</i>		
References no.1 (minimum of 3):	<i>Name</i> <i>Designation</i> <i>Organization</i> <i>Contact Information – Address; Phone; Email; etc.</i>	
Reference no.2	<i>Name</i> <i>Designation</i> <i>Organization</i> <i>Contact Information – Address; Phone; Email; etc.</i>	
Reference no.3	<i>Name</i> <i>Designation</i> <i>Organization</i> <i>Contact Information – Address; Phone; Email; etc.</i>	

NF

Declaration:

I confirm my intention to serve in the stated position and present availability to serve for the term of the proposed contract. I also understand that any wilful misstatement described above may lead to my disqualification, before or during my engagement.

Signature of the Nominated Team Leader/Expert

Date Signed

LF

Section 7: Financial Proposal Form⁴

The Bidder is required to prepare the Financial Proposal in an envelope separate from the rest of the RFP.

The Financial Proposal must provide a detailed cost breakdown. Provide separate figures for each functional grouping or category.

Any estimates for cost-reimbursable items, such as travel and out-of-pocket expenses, should be listed separately.

The format shown on the following pages is suggested for use as a guide in preparing the Financial Proposal. The format includes specific expenditures, which may or may not be required or applicable but are indicated to serve as examples.

A. **Cost Breakdown per Deliverables**

SN	Deliverables <i>[list them as referred to in the Terms of Reference]</i>	Percentage of Total Price (Weight for payment)	Price (Lump Sum, All Inclusive)
1	Deliverable 1		
2	Deliverable 2		
3		
	Total	100%	USD

B. **Cost Breakdown by Cost Component:**

The Bidders are requested to provide the cost breakdown for the above given prices for each deliverable based on the following format. The Court shall use the cost breakdown for the price reasonability assessment purposes as well as the calculation of price in the event that both parties have agreed to add new deliverables to the scope of Services.

⁴ No deletion or modification may be made in this form. Any such deletion or modification may lead to the rejection of the Proposal.

Description of Activity	Remuneration per Unit of Time (e.g., day, month, etc.)	Total Period of Engagement	No. of Personnel	Total Rate for the Period
I. Personnel Services				
1. Services from Home Office				
a. Expertise 1				
b. Expertise 2				
2. Services from Field Offices				
a. Expertise 1				
b. Expertise 2				
3. Services from Overseas				
a. Expertise 1				
b. Expertise 2				
II. Out of Pocket Expenses				
1. Travel Costs				
2. Daily Allowance				
3. Communications				
4. Reproduction				
5. Equipment Lease				
6. Others				
III. Other Related Costs				

NP

Yours Sincerely,



Dr Robert W. Eno,
Registrar



African Court on Human and Peoples' Rights