

**Service contract
Addendum 1**

between:

***Centre for the Development of Enterprise (CDE)–Private Sector Development
Programme (PSDP), Botswana***

Southern Africa Regional office

Private Bag 00148 Gaborone

and:

Mr Jonathan Landrey, PhytoTrade Africa, 5 Calvert Avenue, London E2 7JP, UK.

Tel: (+44) 207 739 8822 Fax: (+44) 207 739 7648

(hereinafter referred to as the contractor)

Contract n°:

CDE file n° : BWP/1414/01

1. TITLE OF PROJECT AND COUNTRY

Opportunity Study for the Development of Honey and Marula Products for Local and Export Markets

2. Reporting Dates

Under the framework of the Private Sector Development Programme (PSDP) Botswana, PhytoTrade consultant Mr. Jonathan Landrey has been hired to carry out a study on the opportunities for the development of Honey and Marula products in Botswana for local and export markets. Due to the delay in the commencement of activities for the work, the PSDP Coordinating Unit extends the contract to be terminated not later than **30 September 2014**.

Reports shall be submitted accordingly as per the dates below:

- Inception report- not later than **25 June, 2014**
- Interim report – not later than **18 July, 2014**
- Final Report - not later than **15 August, 2014**

3. COST OF SERVICES

This contract is fee-based. The cost of the services to be provided is as follows:

Description	Total (in Euro)
Expert fees + Lump sum	
Team leader – Natural products expert (EUR 500 x 26 days)	€13,000
Honey market expert (EUR 350 x 20 days)	€7,000
Direct costs (Telecommunications and mail)	€100
Reimbursable costs	
International travel (visits to Gaborone: EUR 550 x 2 missions x 2 experts)	€2,200
Local travel (visits to 3 regions: EUR 290 x 3 regions x 2 experts)	€1,740
Per diem (EUR 209 x 26 days) <ul style="list-style-type: none">> Team leader (First mission: EUR 209/night x 10 nights)> Honey market expert: (First mission: EUR 209/night x 10 nights)> Team leader: (Final mission : EUR 209/night x 3 nights)> Honey market expert: (Final mission: EUR 209/night x 3 nights)	€5,434
Other (Lump sum - 1 workshop package for 25 participants)	€500
Grand Total	€29,974

* Fees shall be paid for each day actually worked up to the maximum budgeted, and according to the timesheet to be submitted. The fees include all salary costs of the experts, taxes and social charges, visa costs, and the margin of the contractor (see document GEN14, 'Eligible costs and supporting documents required').

** Per diem shall be paid for each overnight stay in the country of mission (for maximum per diems, see website <http://ec.europa.eu/comm/europeaid/perdiem>)

*** All costs not specifically mentioned under the categories direct costs and reimbursable costs are part of the fees.

NB The conversion rate for local currency will be at the monthly rate in which expenses have been made as published on the CDE website: <http://ec.europa.eu/budget/inforeuro/index>

The above-indicated prices are fixed and shall not be revised.

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4. PAYMENT OF SERVICES

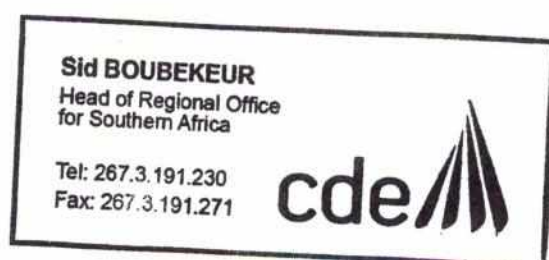
Payments by the CDE, Botswana to the contractor will be made upon receipt of the appropriate invoices and supporting documents, on the following amount and schedule:

Advance payment : 8,992.20 euro	Upon receipt of the payment request for advance payment (or invoice for advance payment), copy of the signed original contract and confirmation from the contractor that the intervention has started. Amount equal to maximum 30% of the total approved budget.
Interim payment: 8,992.20 euro	Upon receipt of the invoice justifying the advance payment and the interim payment, submission of the progress reports (Inception report and Detailed Capacity Building Action plan), timesheets and summary expense data. Amount equal to maximum 30% of the total approved budget.
Final payment: 11,989.60 euro	Upon receipt of the final invoice, receipt and acceptance of the final report by the CDE, submission of the original supporting documents justifying all fees and expenses (see CDE guide on 'eligible cost and supporting documents required'). 40% of total approved budget.

All activities and conditions of the contract remain the same.

5. SIGNATURES

Authorized officer of CDE	Contractor
<p><i>Name, title and signature:</i></p> <p>Name: Sid Boubekeur</p> <p>Title: Head CDE Southern Africa Regional Office</p> <p>Signature:</p>  <p><i>Date and place of signature:</i></p> <p>Date: 26/06/2014</p> <p>Place: Gaborone, Botswana</p>	<p><i>Name, title and signature:</i></p> <p>Name: Jonathan Landrey</p> <p>Title: Corporate Services Manager, PhytoTrade Africa</p> <p>Signature:</p> <p><i>Date and place of signature:</i></p> <p>Date:</p> <p>Place: Harare, Zimbabwe</p>



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