

Sample for cost breakdown

Items (Scope of Work)	Unit Cost (by Bidder)		SUM (by Bidder)
1. Fee for Manpower Calss A (Director, or eq.) Class B (Senior Manager, or eq.) Class C (Manager, Engineer, or eq.) Class D (Technical Officer, or eq.) Class E (Secretary, or eq.) <div style="border: 1px solid black; padding: 2px; width: fit-content; margin-left: auto; margin-right: auto;">Note. Manpower breakdown per work shall be shown in a separate table</div>		x days = x days = x days = x days = x days =	
2. Project Expense			
2-1 Inception meeting <2 days> (1) Hybrid Meeting preparation (2) Venue fee / Meeting package (3) Transportation(flight ticket, taxi, etc.) (4) Per diem / accommodation fee (5) Printing, Binding, Banner		x Set =	
2-2 Scheme 4 Program			
2-2-1 Specific country visits for CSM understanding <4 countries> (1) Transportation(flight ticket, taxi, etc.) (2) Per diem / accommodation fee (3) Printing, Binding, Banner		x Set =	
2-2-2 ECAP35 (SAEMAS) <5 days> (1) Travel expense (flight ticket, taxi, etc.) (2) Per diem / accommodation fee		x Set =	
2-2-3 Online workshop <3 times> (1)		x Set =	
2-3 Scheme 5 Program			
2-3-1 Start-up meeting <2 times> (1) Transportation(flight ticket, taxi, etc.) (2) Per diem / accommodation fee (3) Printing, Binding, Banner		x Set =	
2-3-2 Preliminary meeting for CN diagnosis (Online) <1 day> (1)		x Set =	
2-3-3 CN diagnosis <4 times> (1) Transportation(flight ticket, taxi, etc.) (2) Per diem / accommodation fee (3) Printing, Binding, Banner		x Set =	
2-3-4 Interim check meeting for CN diagnosis (Online) <1 day> (1)		x Set =	
2-3-5 Transportation online seminar <1 day> (1)		x Set =	
2-3-6 ECAP33 (Building) <5 days> (1) Travel expense (flight ticket, taxi, etc.) (2) Per diem / accommodation fee		x Set =	
2-3-7 ECAP34 (Industry) <4 days> (1) Travel expense (flight ticket, taxi, etc.) (2) Per diem / accommodation fee		x Set =	
2-4 Summary & Post meeting <2 days> (1) Hybrid Meeting preparation (2) Venue fee / Meeting package (3) Transportation(flight ticket, taxi, etc.) (4) Per diem / accommodation fee (5) Printing, Binding, Banner		x Set =	
3. Overhead (10%)			
Total Cost			