**Financial Bid**

**Long Term Agreement (LTA)Individual Consultancy as Graphic Designer for Emergency Fundraising Unit, Division of Private Fundraising and Partnerships (PFP) for 3 years**

The consultant must send a financial proposal, **for all categories/services applied** in the below format. The consultant must quote in USD only.

|  |  |
| --- | --- |
| **Category/ Services** | **Rate**  |
| Design fact sheets or donor proposals or guidelines or briefs | **XX** USD per page  |
| Design PowerPoint presentations | **XX** USD per one slide |
| Design Infographic | **XX** USD per page |
| Design Infographics | **XX** USD per graph |
| Design donor reports e.g., 1-month mark or 100-day mark or 1-year mark reports  | **XX** USD per one page |
| Design user-friendly and intuitive pages for the Emergency Hub and the Private Sector Intranet on SharePoint modern | **XX** USD per one Sharepoint page  |
| Design a basic electronic newsletter using Moosend, Mailjet or similar tool (2 pages) | **XX** USD per one Newsletter  |
| Edit audio for a podcast | **XX** USD per minute |
| Edit videos (with 2-5 minor edits) (max 10 min) | **XX** USD per video |
| Edit videos (with 6-10 minor edits) (max 10 min) | **XX** USD per Video |
| Create visuals for video (intro, outro, graphs, maps, broll, text) | **XX** USD per visual |
| Create animated video (3 ~ 5 min) | **XX** USD per video |
| Create a logo | **XX** USD per logo |
| Design a PowerBI Dashboard | **XX** USD per tab |

**Name of the Consultant:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Signature:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Date:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_­­­­­­­­\_\_