

PARLIAMENT OF ZIMBABWE	
FILE REF:	_____
23 SEP 2022	
REC:	_____
THE CLERK:	_____
MR:	_____



STANDARD LETTER OF AGREEMENT BETWEEN UNDP AND THE GOVERNMENT FOR THE PROVISION OF SUPPORT SERVICES

Dear Mr Chokuda

1. Reference is made to consultations between officials of **the Government of Zimbabwe (hereinafter referred to as “the Government”)** and officials of UNDP with respect to the provision of support services by the UNDP country office for nationally managed programmes and projects. UNDP and the Government hereby agree that the UNDP country office may provide such support services at the request of the Government through **the Parliament of Zimbabwe** in the relevant project document, the Parliament Support Programme, project number 00116496.
2. The UNDP country office may provide support services for assistance with reporting requirements and direct payment. In providing such support services, the UNDP country office shall ensure that the capacity of the Government-designated institution is strengthened to enable it to carry out such activities directly. The costs incurred by the UNDP country office in providing such support services shall be recovered from the administrative budget of the office.
3. The UNDP country office may provide, at the request of the POZ, the following support services for the activities of the programme/project:
 - (a) Identification and/or recruitment of project and programme personnel.
 - (b) Identification and facilitation of training activities.
 - (c) Procurement of goods and services.
4. The procurement of goods and services shall be in accordance with the UNDP regulations, rules, policies and procedures. Support services described in paragraph 3 above shall be detailed in the **Parliament Support Programme (PSP) document**. If the requirements for support services by the country office change during the life of a project, the project document will be revised with the mutual agreement of the UNDP Resident Representative and **the Parliament of Zimbabwe**,
5. The relevant provisions of [*Article 1 of the Standard Basic Agreement between the Government of Zimbabwe and UNDP signed by the parties in 1980 (the “SBAA)*] including the provisions on liability and privileges and immunities, shall apply to the provision of such support services. The Government shall retain overall responsibility for the nationally managed project through the PSP. The responsibility of the UNDP country office for the provision of the support services described herein shall be limited to the provision of such support services detailed in the PSP.
6. Any claim or dispute arising under or in connection with the provision of support services by the UNDP country office in accordance with this letter shall be handled pursuant to the relevant provisions of the SBAA.



7. The manner and method of cost-recovery by the UNDP country office in providing the support services described in paragraph 3 above shall be specific to the PSP.
8. The UNDP country office shall submit progress reports on the support services provided and shall report on the costs reimbursed in providing such services, as may be required.
9. Any modification of the present arrangements shall be affected by the mutual written agreement of the parties hereto.
10. If you are in agreement with the provisions set forth above, please sign and return to this office two signed copies of this letter. Upon your signature, this letter shall constitute an agreement between your Government and UNDP on the terms and conditions for the provision of support services by the UNDP country office for nationally managed programmes and projects.

Yours sincerely,

A handwritten signature in black ink, appearing to be 'Madelena Monoja', written over a horizontal line.

Signed on behalf of UNDP

Madelena Monoja

Deputy Resident Representative – Programmes

A large, stylized handwritten signature in blue ink, written over a horizontal line.

For the Government

Mr. K.M. Chokuda, Clerk of Parliament of Zimbabwe

Date

