

**LETTER OF AGREEMENT BETWEEN UNDP BELIZE AND UNDP MEXICO FOR THE  
IMPLEMENTATION OF THE PROJECT “SEMBRANDO VIDA” IN BELIZE WITHIN THE  
FRAMEWORK OF THE LETTER OF INTENT REGARDING BILATERAL COOPERATION  
BETWEEN THE GOVERNMENT OF THE UNITED MEXICAN STATES AND THE  
GOVERNMENT OF BELIZE**

The Country Office of the United Nations Development Programme UNDP in Belize (hereinafter "UNDP BLZ") and the Country Office of the United Nations Development Programme UNDP in Mexico (hereinafter "UNDP MEX") agree to the provision of services by UNDP BLZ for implementation of the Letter of Intent regarding bilateral cooperation between the Government of the United Mexican States and the Government of Belize.

The services to be provided under Agreement are detailed below and the scope of the collaboration and its characteristics are detailed in Annex 1 of this Agreement:

As detailed in Annex 1, the parties agree as follows:

1. **Objective:** Hiring of a multidisciplinary team for the implementation of the “Sembrando Vida” project in Belize.
2. **Products/Deliverables:** The product for this service are as follows:

<b>PRODUCTS</b>
<ul style="list-style-type: none"> <li>• Hiring of 17 individual consultants (IC) through direct contracting.</li> <li>• Payments to individual consultants, as required.</li> </ul>

It is understood that UNDP BLZ is responsible for providing the described services to UNDP MEX for the benefit of the project Implementation of the “Sembrando Vida” project in Belize within the framework of the Letter of Intent regarding bilateral cooperation between the Government of the United Mexican States and the Government of Belize. The responsibility for achieving the outcome (i.e. the outputs) lies with UNDP MEX.

In order to implement the expected outputs, the project may finance, if required by UNDP BLZ, the funding of Oversight and Administrative support equivalent in costs to the NPSA 5 position for a period not exceeding eight (8) months. The personnel will work at UNDP BLZ and will serve as the liaison for the Administrative Coordinator of the project that will work at UNDP MEX.

**3. Duration of Service:**

Start Date: 16 December 2022;

End Date: 30 September 2023.

**4. Schedule:**

January: 6 contracts with an initial estimated duration of 8 months.

January-March: 11 new contracts with an estimated duration of 8 months.

The number of hires is an estimate as of December 13, 2022. However, during the term of this agreement, UNDP MEX may increase the number of engagements, which will be reported to the UNDP BLZ Office. In addition, the agreed cost recovery scheme will be followed.

5. **Assigned Resources:** The required financial investment will be managed exclusively by UNDP MEX, an amount that preliminarily amounts to \$197,767.34 USD and that may be modified based on an agreement between the parties involved.

6. **Right to Reimbursement and Payment Schedule:** UNDP BLZ shall be entitled to reimbursement for costs incurred in providing the services agreed in this Agreement, applying the Project's Direct Costs policies. Costs will be calculated using the Universal Price List (UPL) in effect at the time of the transaction.

Payments for such services will be charged to the following COA:

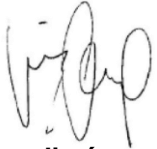
Business Unit:	MEX10
Project:	00127795
Activity:	ACT 5
Account:	74500
Operating Unit:	MEX
Fund:	30071
Implementing Agency:	001981
Donor:	01717

Any modification to this agreement must be made in writing with the consent of both parties.

The representatives of both offices, duly authorized, sign this document below:

**Denise Antonio**  
Resident Representative  
United Nations Development Programme in

DocuSigned by:  
Belze  
Date :   
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**Lorenzo Jiménez de Luis**  
Resident Representative  
United Nations Development Programme in  
Mexico

Date: 14/12/2022

**ANNEX 1**

The responsibilities of the parties with respect to the recruitment of individual consultants shall be as follows:

<b>AMEXCID</b>	<b>UNDP MEX</b>	<b>UNDP BLZ</b>	<b>ACTIVITY</b>
x	x		Preparation of the draft Terms of Reference
		x	Review of the Terms of Reference
	x		Selection of initial consultants
x	x	x	Proposal evaluation process, evaluation report and recommendation, etc.
		x	Award and signing of individual contracts
x			Technical supervision of consultants
x	x		Evaluation of work progress/progress
x	x		Review and approval of the final report
	x		Request for partial and final payments
		x	Payment

The initial 6 consultants to be contracted are the following:

1. Dale Pech
2. Damaris Amalia de la Rosa
3. Fernando Rey Maji
4. Hassan N. Sajja
5. Noemi Romero
6. Rodrigo Azuela