

XI. MULTI-YEAR WORK PLAN ⁵⁶

All anticipated programmatic and operational costs to support the project, including development effectiveness and implementation support arrangements, need to be identified, estimated and fully costed in the project budget under the relevant output(s). This includes activities that directly support the project, such as communication, human resources, procurement, finance, audit, policy advisory, quality assurance, reporting, management, etc. All services which are directly related to the project need to be disclosed transparently in the project document.

Phase I multi-year workplan.

EXPECTED OUTPUTS	PLANNED ACTIVITIES	Planned Budget by Year		RESPONSIBLE PARTY	PLANNED BUDGET			
		2018	2019		2020	Funding Source	Budget Description	Total Amount (US\$)
Output 1: Improved safety, security and storage conditions of medicines, vaccines and other health products at sub-national level <i>Gender marker: 1</i>	1.1 Construction and Equipment of Manica warehouse		3,225,475.17		UNDP	Global Fund	Construction works	3,225,475.17
	Sub-Total for Output 1							3,225,475.17
Output 2: Improved conditions of clinical care for MDR TB patients <i>Gender marker: 1</i>	2.1 Construction of 5 MDR wards		1,156,166		UNDP	Global Fund	Construction works	1,156,166
	2.2 Construction of 17 waiting shelters for TBC clinics		479,000		UNDP	Global Fund	Construction works	479,000
Sub-Total for Output 2							1,635,167	

⁵ Cost definitions and classifications for programme and development effectiveness costs to be charged to the project are defined in the Executive Board decision DP/2010/32

⁶ Changes to a project budget affecting the scope (outputs), completion date, or total estimated project costs require a formal budget revision that must be signed by the project board. In other cases, the UNDP programme manager alone may sign the revision provided the other signatories have no objection. This procedure may be applied for example when the purpose of the revision is only to re-phase activities among years.

Project Management							
	2019	2020	Responsible	Source	Category	Total (US\$)	
Direct Project Cost	International project manager	252,744	252,744	UNDP	GF	HR	505,488
	Local civil Engineer	42,600	53,250	UNDP	GF	HR	95,850
	International Engineer	35,000	35,000	UNDP	GF	HR	70,000
	International UNV based in Chimoio	53,295	66,619	UNDP	GF	HR	119,914
	Procurement Assistant (50%)	14,706	14,706	UNDP	GF	HR	29,412
	Finance assistant	29,412	36,765	UNDP	GF	HR	66,177
	Driver	16,572	20,715	UNDP	GF	HR	37,287
	Vehicle hire	49,500	39,600	UNDP	GF	Transport	89,100
	Fuel	12,000	9,600	UNDP	GF	Transport	21,600
	Project preparation and Assessment	50,000	0	UNDP	GF	M&E	50000
	End Project Evaluation		28,000	UNDP	GF	M&E	28000
	Technical support HQs	21,600	21,600	UNDP	GF	TA	43,200
	Field Visit	14,400	14,400	UNDP	GF	Transport	28,800
	office rent	7,500	6,000	UNDP	GF	Oper Cost	13,500
office supplies	1,350	1,800	UNDP	GF	Oper Cost	4,050	
communication (internet phone)	3,000	2,400	UNDP	GF	Oper Cost	5,400	
Subtotal Direct project cost	606,179	601,599					1,207,778
Indirect Cost	4%		UNDP	GF	Indirect Costs		242,737
TOTAL							1,450,515

Work Plan and Budget

HIV grant Budget Workplan and Payment Schedule

Activities	Description	2019								2020				
		Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Total				
		CSA negotiations	CSA to be signed in Jan 2019											
Human Resources														
International project manager	Q4 2018, Hiring process of the Project manager	202,195.20								202,195.20				404,390.40
Local civil Engineer		34,080.00								34,080.00			8,520.00	76,680.00
International Engineer	Hire International engineer to develop Eol and construction bidding document. Conduct quality assurance missions during the construction.	28,000.00								28,000.00				56,000.00
International UNV based in Chimolo	Hire International UNV engineer to oversee the construction of Manica warehouse	42,636.00							42,636.00				10,659.00	95,931.00
IC for project preparation and Assessment	Hire consultant to conduct needs assessment of 10 regional warehouses and the roof for Biera regional warehouse	40,000.00												40,000.00
Procurement Assistant (50%)	UNDP and GF to share 50/50 cost of the procurement assistant	11,764.80								11,764.80				23,529.60
Finance assistant		23,529.60								23,529.60			5,882.60	52,941.80
Driver		13,257.60								13,257.60			3,314.40	29,829.60
Vehicle hire		15,840.00	7,920.00	7,920.00	7,920.00	7,920.00	7,920.00	7,920.00	7,920.00	7,920.00	7,920.00	7,920.00	7,920.00	71,280.00
Fuel		3,840.00	1,920.00	1,920.00	1,920.00	1,920.00	1,920.00	1,920.00	1,920.00	1,920.00	1,920.00	1,920.00	1,920.00	17,280.00

Office rent		2,400.00	1,200.00	1,200.00	1,200.00	1,200.00	1,200.00	1,200.00	1,200.00	1,200.00	1,200.00	10,800.00
Office supplies		720.00	360.00	360.00	360.00	360.00	360.00	360.00	360.00	360.00	360.00	3,240.00
Communication (internet phone)		960.00	480.00	480.00	480.00	480.00	480.00	480.00	480.00	480.00	480.00	4,320.00
Field Visits	4 team members to visit 10 sites and 3 times a year at USD 120 daily living allowance.	5,120.00	2,560.00	2,560.00	2,560.00	2,560.00	2,560.00	2,560.00	2,560.00	2,560.00	2,560.00	23,040.00
Monitoring and evaluation	Hire consultant to conduct end of project evaluations.										22,400.00	22,400.00
Technical support and support supervision UNDP HQs	UNDP GF HIST team to provide UNDP CO support supervision and QA of the project delivery	5,760.00	5,760.00	5,760.00	5,760.00	5,760.00	5,760.00	5,760.00	5,760.00	5,760.00	5,760.00	34,560.00
Subtotal DIRECT COST		430,103.20	14,440.00	20,200.00	62,836.00	327,267.20	20,200.00	20,200.00	20,200.00	70,976.00		966,222.40
Launch Eol	UNDP to launch EOI to shortlist potential contractor for the Manica provincial warehouse											-
Develop tender document for the civil works	UNDP to prepare tender documents											-
Contract awarding	Contract construction companies for the civil works											-
Start Manica Warehouse Construction work												
Start Construction work of the Manica Warehouse	see <u>Manica Warehouse and equipment cost estimates sheets.</u>		1,612,737.59	1,612,737.59								3,225,475.17
Completion construction of the five MDR TB wards and 17 TB clinics shelters												-
Commissioning of the Manica warehouse												
Subtotal		430,103.20	1,612,737.59	1,632,937.18	62,836.00	327,267.20	20,200.00	20,200.00	70,976.00			3,225,475.17
Total (less indirect cost)		430,103.20	1,627,177.59	1,632,937.18	62,836.00	327,267.20	20,200.00	20,200.00	70,976.00			4,191,697.57

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		0	9	59		0	0	0	0			
Subtotal indirect cost GMS (4%)		17,204.13	65,087.10	65,317.50	2,513.44	13,090.69	808.00	808.00	608.00	2,839.04		167,667.90
Grand Total Phase I		447,307.33	1,692,264.69	1,698,255.09	65,349.44	340,357.89	21,008.00	21,008.00	21,008.00	73,815.04		4,359,365.5



Payment Schedule HIV grant					TOTAL
Payment Schedule	Period				TOTAL
	January - June 2019	July - December 2019	January-June 2020	July-Dec 2020	
Disbursement %	2,139,572.02 49.0%	1,763,604.53	361,365.89	94,823.04	4,359,365
		40.5%	8.3%	2.2%	

TB grant Budget Workplan and Payment Schedule

Activities	Description	2019								2020			
		Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Total	Total		
		CSA negotiations	CSA to be signed in January 2019										
Human Resources													
International project manager	Q4 2018, Hiring process of the Project manager	50,548.80				50,548.80							101,097.60
Local civil Engineer		8,520.00				8,520.00					2,130.00		19,170.00
International Engineer	Hire International engineer to develop Eol and construction bidding document. Conduct quality assurance missions during the construction.	7,000.00				7,000.00							14,000.00
International UNV based in Chimio	Hire International UNV engineer to oversee the construction of Manica warehouse	10,659.00				10,659.00					2,664.75		23,982.75
IC for project preparation and Assessment	Hire consultant to conduct needs assessment of 10 regional warehouses and the roof of Biera regional warehouse	10,000.00											10,000.00

Procurement Assistant (50%)	UNDP and GF to share 50/50 cost of the procurement assistant	2,941.20																	5,882.40
Finance assistant		5,882.40																	13,235.40
Driver		3,314.40																	7,457.40
Vehicle hire		3,960.00	1,980.00	1,980.00	1,980.00	1,980.00	1,980.00	1,980.00	1,980.00	1,980.00	1,980.00	1,980.00	1,980.00	1,980.00	1,980.00	1,980.00	1,980.00	1,980.00	17,820.00
Fuel		960.00	480.00	480.00	480.00	480.00	480.00	480.00	480.00	480.00	480.00	480.00	480.00	480.00	480.00	480.00	480.00	480.00	4,320.00
Office rent		600.00	300.00	300.00	300.00	300.00	300.00	300.00	300.00	300.00	300.00	300.00	300.00	300.00	300.00	300.00	300.00	300.00	2,700.00
Office supplies		180.00	90.00	90.00	90.00	90.00	90.00	90.00	90.00	90.00	90.00	90.00	90.00	90.00	90.00	90.00	90.00	90.00	810.00
Communication (internet phone)		240.00	120.00	120.00	120.00	120.00	120.00	120.00	120.00	120.00	120.00	120.00	120.00	120.00	120.00	120.00	120.00	120.00	1,080.00
Field Visits	4 team members to visit 10 sites and 3 times a year at USD 120 daily living allowance	1,280.00	640.00	640.00	640.00	640.00	640.00	640.00	640.00	640.00	640.00	640.00	640.00	640.00	640.00	640.00	640.00	640.00	5,760.00
Monitoring and evaluation	Hire consultant to conduct end of project evaluations																		5,600.00
Technical support and support supervision UNDP HQs	UNDP GF HIST team to provide UNDP CO support supervision and QA of the project delivery	1,440.00																	8,640.00
Subtotal DIRECT COST		107,525.80	3,610.00	15,709.00	81,816.80	5,050.00	5,050.00	5,050.00	5,050.00	5,050.00	5,050.00	5,050.00	5,050.00	5,050.00	5,050.00	5,050.00	5,050.00	5,050.00	241,555.55
Launch Eoi	UNDP to launch EOI to shortlist potential contractor for the MDR TB wards, TB clinics shelters																		-
Develop tender document for the civil works	UNDP to prepare tender documents																		-
Contract awarding	Contract construction companies for the civil works																		-
Start Construction work of the Manica Warehouse	see TB wards & shelters cost estimate sheet		817,583.25	817,583.25	817,583.25	817,583.25	817,583.25	817,583.25	817,583.25	817,583.25	817,583.25	817,583.25	817,583.25	817,583.25	817,583.25	817,583.25	817,583.25	817,583.25	1,635,166.50

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Activities	Description	2019								2020			
		Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Total			
		CSA negotiations	CSA to be signed in Jan 2019										
Human Resources													
International project manager	Q4 2018, Hiring process of the Project manager	252,744.00				252,744.00							505,488.00
Local civil Engineer		42,600.00				42,600.00					10,650.00		95,850.00
International Engineer	Hire International engineer to develop Eol and construction bidding document. Conduct quality assurance missions during the construction.	35,000.00				35,000.00							70,000.00
International UNV based in Chimolío	Hire International UNV engineer to oversee the construction of Manica warehouse	53,295.00				53,295.00					13,323.75		119,913.75
IC for project preparation and Assessment	Hire consultant to conduct needs assessment of 10 regional warehouses and the roof for Biera regional warehouse	50,000.00											50,000.00
Procurement Assistant (50%)	UNDP and GF to share 50/50 cost of the procurement assistant	14,706.00				14,706.00							29,412.00
Finance assistant		29,412.00				29,412.00					7,353.00		66,177.00
Driver		16,572.00				16,572.00					4,143.00		37,287.00
Vehicle hire		19,800.00	9,900.00	9,900.00	9,900.00	9,900.00	9,900.00	9,900.00	9,900.00	9,900.00	9,900.00	9,900.00	89,100.00
Fuel		4,800.00	2,400.00	2,400.00	2,400.00	2,400.00	2,400.00	2,400.00	2,400.00	2,400.00	2,400.00	2,400.00	21,600.00
Office rent		3,000.00	1,500.00	1,500.00	1,500.00	1,500.00	1,500.00	1,500.00	1,500.00	1,500.00	1,500.00	1,500.00	13,500.00
Office supplies		900.00	450.00	450.00	450.00	450.00	450.00	450.00	450.00	450.00	450.00	450.00	4,050.00
Communication (internet)													

phone)		1,200.00	600.00	600.00	600.00	600.00	600.00	600.00	600.00	600.00	600.00	600.00	5,400.00
Field Visits	4 team members to visit 10 sites and 3 times a year at USD 120 daily living allowance	6,400.00	3,200.00	3,200.00	3,200.00	3,200.00	3,200.00	3,200.00	3,200.00	3,200.00	3,200.00	3,200.00	28,800.00
Monitoring and evaluation	Hire consultant to conduct end of project evaluations											28,000.00	28,000.00
Technical support and support supervision UNDP HQs	UNDP GF HIST team to provide UNDP CO support supervision and QA of the project delivery	7,200.00	7,200.00	7,200.00	7,200.00	7,200.00	7,200.00	7,200.00	7,200.00	7,200.00	7,200.00	7,200.00	43,200.00
Subtotal DIRECT COST		537,629.00	18,050.00	25,250.00	462,379.00	25,250.00	25,250.00	25,250.00	25,250.00	25,250.00	25,250.00	88,719.75	1,207,777.75
TB grant (20%)		107,525.80	3,610.00	5,050.00	92,475.80	5,050.00	5,050.00	5,050.00	5,050.00	5,050.00	5,050.00	17,743.95	241,555.55
HIV grant (80%)		430,103.20	14,440.00	20,200.00	369,903.20	20,200.00	20,200.00	20,200.00	20,200.00	20,200.00	20,200.00	70,975.80	966,222.20
Launch Eol	UNDP to launch EOI to shortlist potential contractor for the Manica provincial warehouse, MDR TB wards, TB clinics shelters												-
Develop tender document for the civil works	UNDP to prepare tender documents												-
Start Manica Warehouse Construction work													
Contract awarding	Contract construction companies for the civil works												
Start Construction work of the Manica Warehouse	<u>see Manica Warehouse and equipment cost estimates sheets.</u>		1,612,737.59	1,612,737.59									3,225,475.17
Start Construction work of the Manica Warehouse	see TB wards & shelters cost estimate sheet.	817,583.25	817,583.25										1,635,166.50
Completion construction of the five MDR TB wards and 17 TB clinics shelters													-
Commissioning of the Manica warehouse and TB wards													

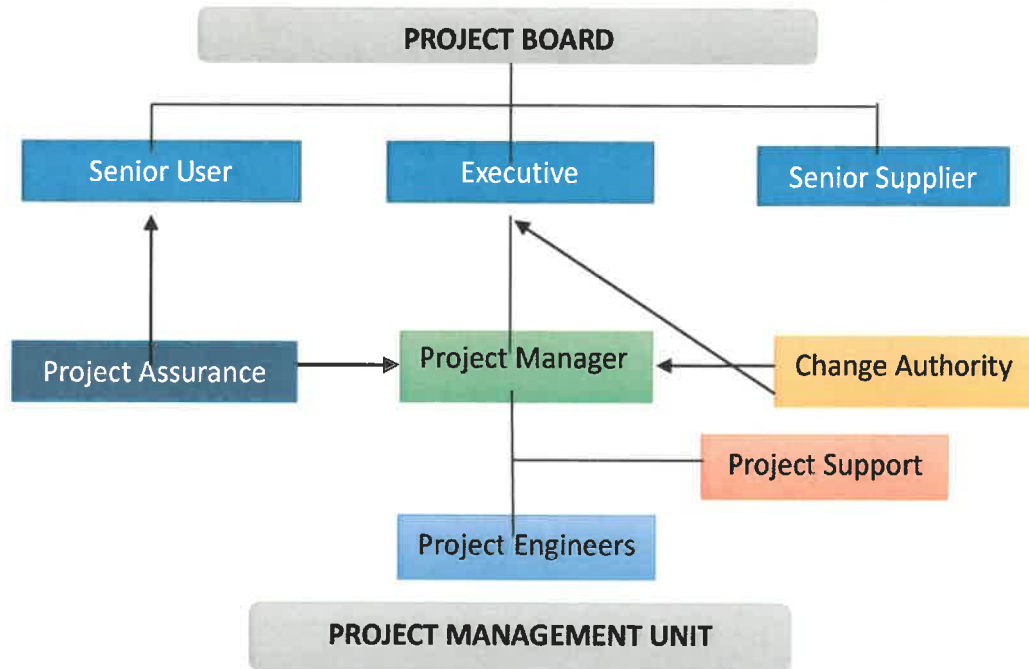
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Payment Schedule

Payment Schedule HIV grant						
	Period					
	January-June 2019	July- December 2019	January-June 2020	July-Dec 2020	TOTAL	
Payment Schedule						
Disbursement	2,139,572	1,763,605	361,366	94,823		4,359,365
%	49.0%	40.5%	8.3%	2.2%		
Payment Schedule TB grant						
	Period					
	January-June 2019	July- December 2019	January-June 2020	July-Dec 2020	TOTAL	
Payment Schedule						
Disbursement	965,868	871,876	90,341	23,706		1,951,791
%	49%	45%	5%	1%		
GRAND TOTAL	3105440	2635480	451707	118529		6311156

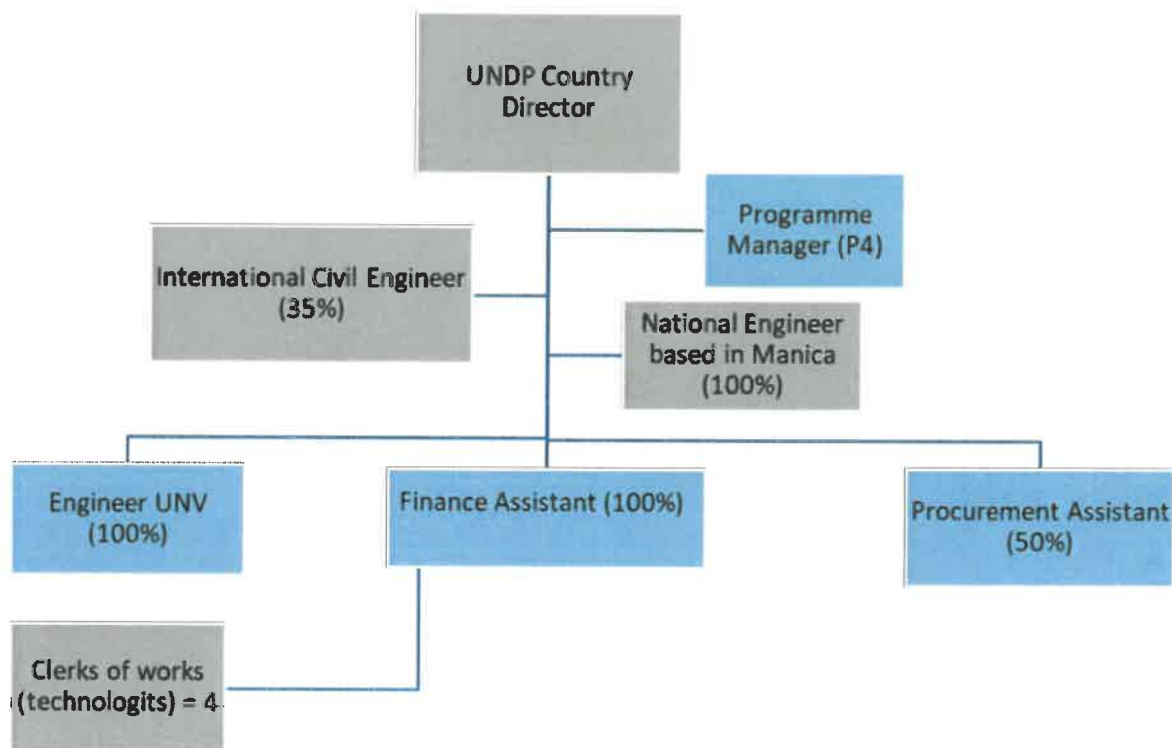
XII. GOVERNANCE AND MANAGEMENT ARRANGEMENTS

The joint Project Board will act as the coordination mechanism for the project. As the project will be implemented using the Direct Implementation Modality, the Project Board will be chaired by the UNDP Country Director and co-chaired by the Permanent Secretary of the Ministry of Health. Other UN Agencies and main stakeholders, including representatives of the Global Fund will be members of the Project Board.



At the **Project Management Unit level**, it is proposed that a Project Manager be in charge of the project supported by an international engineer (35%). The International Engineer will be home based and provide period supervision and validation of the status of the work. International UNV engineer based in Chimoiio will provide technical support to the MoH and will oversee the civil works. A national engineer will be hired to supervise the construction of the Manica provincial warehouse. A project support based in UNDP Maputo will provide administrative support to the project management team should also be included as part of the project management structure. The proposed structure is as shown below:

In phase II (renovation work), additional 5 clerks of work will be needed for period of 6-9 months on temporary replacement. The Clerks of work will supervise workmanship, validate the quality of the construction material and report to the IUNV engineer and project manager.



XIII. LEGAL CONTEXT

This Project Document together with the United Nations Development Assistance Framework (UNDAF) for Mozambique (2017-2020) and the UNDP Country Programme Document (2017-2020) will be the instrument referred to as such in Article I of the Standard Basic Assistance Agreement between the Government of the Republic of Mozambique and the United Nations Development Program (signed by the parties in 1976).

The Implementing Partner agrees to undertake all reasonable efforts to ensure that none of the UNDP funds received pursuant to the Project Document are used to provide support to individuals or entities associated with terrorism and that the recipients of any amounts provided by UNDP hereunder do not appear on the list maintained by the Security Council Committee established pursuant to resolution 1267 (1999).

The list can be accessed via http://www.un.org/sc/committees/1267/aq_sanctions_list.shtml

This provision must be included in all sub-contracts or sub-agreements entered into under/further to this Project Document.

XIV. RISK MANAGEMENT

Option b. UNDP (DIM)

1. UNDP as the Implementing Partner will comply with the policies, procedures and practices of the United Nations Security Management System (UNSMS.)
2. UNDP as the Implementing Partner will undertake all reasonable efforts to ensure that none of the project funds are used to provide support to individuals or entities associated with terrorism and that the recipients of any amounts provided by UNDP hereunder do not appear on the list maintained by the Security Council Committee established pursuant to resolution 1267 (1999). The list can be accessed via http://www.un.org/sc/committees/1267/aq_sanctions_list.shtml. This provision must be included in all sub-contracts or sub-agreements entered into under this Project Document.
3. Social and environmental sustainability will be enhanced through application of the UNDP Social and Environmental Standards (<http://www.undp.org/ses>) and related Accountability Mechanism (<http://www.undp.org/secu-srm>).

4. UNDP as the Implementing Partner will: (a) conduct project and programme-related activities in a manner consistent with the UNDP Social and Environmental Standards, (b) implement any management or mitigation plan prepared for the project or programme to comply with such standards, and (c) engage in a constructive and timely manner to address any concerns and complaints raised through the Accountability Mechanism. UNDP will seek to ensure that communities and other project stakeholders are informed of and have access to the Accountability Mechanism.
5. All signatories to the Project Document shall cooperate in good faith with any exercise to evaluate any programme or project-related commitments or compliance with the UNDP Social and Environmental Standards. This includes providing access to project sites, relevant personnel, information, and documentation.
6. UNDP does not assume liability with regard to any claims arising out of or relating to or connected with the works to be procured under the present document. UNDP shall not pre-finance any activity under the Project. Pricing of works is tentative and subject to change. Subsequently, works to be procured under the Project may be reduced and/or changed by UNDP if affected by market conditions (including but not limited to freight cost, construction materials cost and inflationary circumstances), operational market currency restrictions and fluctuations in terms of pricing. The defects liability period for the works shall expire with the termination date of the present document.
7. UNDP as the Implementing Partner will ensure that the following obligations are binding on each responsible party, subcontractor and sub-recipient:
 - a. The responsibility for the safety and security of each responsible party, subcontractor and sub-recipient and its personnel and property, and of UNDP's property in such responsible party's, subcontractor's and sub-recipient's custody, rests with such responsible party, subcontractor and sub-recipient. To this end, each responsible party, subcontractor and sub-recipient shall:
 - i. put in place an appropriate security plan and maintain the security plan, taking into account the security situation in the country where the project is being carried;
 - ii. assume all risks and liabilities related to such responsible party's, subcontractor's and sub-recipient's security, and the full implementation of the security plan.
 - b. UNDP reserves the right to verify whether such a plan is in place, and to suggest modifications to the plan when necessary. Failure to maintain and implement an appropriate security plan as required hereunder shall be deemed a breach of the responsible party's, subcontractor's and sub-recipient's obligations under this Project Document.
 - c. Each responsible party, subcontractor and sub-recipient will take appropriate steps to prevent misuse of funds, fraud or corruption, by its officials, consultants, subcontractors and sub-recipients in implementing the project or programme or using the UNDP funds. It will ensure that its financial management, anti-corruption and anti-fraud policies are in place and enforced for all funding received from or through UNDP.
 - d. The requirements of the following documents, then in force at the time of signature of the Project Document, apply to each responsible party, subcontractor and sub-recipient: (a) UNDP Policy on Fraud and other Corrupt Practices and (b) UNDP Office of Audit and Investigations Investigation Guidelines. Each responsible party, subcontractor and sub-recipient agrees to the requirements of the above documents, which are an integral part of this Project Document and are available online at www.undp.org.
 - e. In the event that an investigation is required, UNDP will conduct investigations relating to any aspect of UNDP programmes and projects. Each responsible party, subcontractor and sub-recipient will provide its full cooperation, including making available personnel, relevant documentation, and granting access to its (and its consultants', subcontractors' and sub-recipients') premises, for such purposes at reasonable times and on reasonable conditions as may be required for the purpose of an investigation. Should there be a limitation in meeting this obligation, UNDP shall consult with it to find a solution.
 - f. Each responsible party, subcontractor and sub-recipient will promptly inform UNDP as the Implementing Partner in case of any incidence of inappropriate use of funds, or credible allegation of fraud or corruption with due confidentiality.

Where it becomes aware that a UNDP project or activity, in whole or in part, is the focus of investigation for alleged fraud/corruption, each responsible party, subcontractor and sub-recipient will inform the UNDP Resident Representative/Head of Office, who will promptly inform UNDP's Office of Audit and Investigations (OAI). It will provide regular updates to the head of UNDP in the country and OAI of the status of, and actions relating to, such investigation.



- g. UNDP will be entitled to a refund from the responsible party, subcontractor or sub-recipient of any funds provided that have been used inappropriately, including through fraud or corruption, or otherwise paid other than in accordance with the terms and conditions of the Project Document. Such amount may be deducted by UNDP from any payment due to the responsible party, subcontractor or sub-recipient under this or any other agreement.
- Where such funds have not been refunded to UNDP, the responsible party, subcontractor or sub-recipient agrees that donors to UNDP (including the Government) whose funding is the source, in whole or in part, of the funds for the activities under this Project Document, may seek recourse to such responsible party, subcontractor or sub-recipient for the recovery of any funds determined by UNDP to have been used inappropriately, including through fraud or corruption, or otherwise paid other than in accordance with the terms and conditions of the Project Document.
- Note: The term "Project Document" as used in this clause shall be deemed to include any relevant subsidiary agreement further to the Project Document, including those with responsible parties, subcontractors and sub-recipients.
- h. Each contract issued by the responsible party, subcontractor or sub-recipient in connection with this Project Document shall include a provision representing that no fees, gratuities, rebates, gifts, commissions or other payments, other than those shown in the proposal, have been given, received, or promised in connection with the selection process or in contract execution, and that the recipient of funds from it shall cooperate with any and all investigations and post-payment audits.
- i. Should UNDP refer to the relevant national authorities for appropriate legal action any alleged wrongdoing relating to the project or programme, the Government will ensure that the relevant national authorities shall actively investigate the same and take appropriate legal action against all individuals found to have participated in the wrongdoing, recover and return any recovered funds to UNDP.
- j. Each responsible party, subcontractor and sub-recipient shall ensure that all of its obligations set forth under this section entitled "Risk Management" are passed on to its subcontractors and sub-recipients and that all the clauses under this section entitled "Risk Management Standard Clauses" are adequately reflected, *mutatis mutandis*, in all its sub-contracts or sub-agreements entered into further to this Project Document.

