Form B

[DD, MM, YYYY]

To: Mr. Yasuhiko YOSHIDA

President

The Association for Overseas Technical Cooperation

and Sustainable Partnerships (AOTS)

RE: Call for Proposals for “Project of future business opportunities for ASEAN and Japan’s next generation for enhancing the industries during the Philippines’s ASEAN Chairmanship” Using AMEICC’s FY2022 Supplementary Budget

We hereby submit the attached proposal for the above-mentioned open call.

Name of Company / Organization:

Name of Representative:

(Attachment)

The Proposal for

“Project of future business opportunities for ASEAN and Japan’s next generation for enhancing the industries during the Philippines’s ASEAN Chairmanship”

Using AMEICC’s FY2022 Supplementary Budget

[DD, MM, YYYY]

　Name of Company / Organization

**Form 1**

**Background, employment history, and qualifications of all persons expected to work on the project**

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Project | Project of future business opportunities for ASEAN and Japan’s next generation for enhancing the industries during the Philippines’s ASEAN Chairmanship  Using AMEICC’s FY2022 Supplementary Budget | | | | | | | |
| Name |  | | Responsibilities in the project | |  | | | |
| Expertise | |  | | | |
| Qualifications  (Registration number)  (Date of acquisition) | |  | | | |
| Foreign language | Qualifications | | |  | |  | | |
| Name of qualification: | | |  | |  | | |
| Score or Grade: | | |  | |  | | |
|  | |  | | |
| Date of acquisition: | | |  | |  | | |
| Employment history | Period (year-month to year-month) | Employed by (Company / organization) | | | Department, Position | | Job Description | |
|  |  | | |  | |  | |
| Work Experience | Project name | | Client | | Responsibilities in the project | | | Implementation period |
|  | |  | |  | | |  |

**Form 2**

**Experience in similar work (as a legal entity)**

|  |  |  |  |
| --- | --- | --- | --- |
| Project name | Client | Responsibilities in the project | Implementation period |
|  |  |  |  |

**Form 3**

**Project support system**

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| 1. Project support system as a legal entity 2. Cooperation with related businesses in the project |

**Form 4**

**Operation plan and personnel plan**

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| 1. Operation plan 2. Personnel plan |

**Form 5**

**Estimate of commissioned services expenses**

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Estimate of Commissioned Services Expenses: USD ●●●●●-**  （inclusive of any applicable tax）  Breakdown   |  |  |  | | --- | --- | --- | | Items | Explanation | Amount (USD) | | I. Project Expenses |  |  | | 1. Personnel Expenses |  |  | | 1. Direct Expenses (other than Personnel Expenses) |  |  | | II. Administrative Expenses | Project Expenses \* Administrative expenses ratio  Administrative expenses ratio is limited to 10% of Project Expenses excluding Subcontracting Fees. |  | | III. Subcontracting Fees |  |  | | IV. Subtotal | I+II+III |  | | V. Japanese Consumption Tax |  |  | | VI. Total | IV+V |  |   Note 1: "Subcontracting" means entrusting a part of the commissioned services to a third party, regardless of the form of entrustment, including outsourcing expenses.  Note 2: ASEAN entities must enter "0" for section V. Consumption Tax, etc., and include VAT in the amounts listed under sections I. Direct Costs, II. Indirect Costs, and III. Subcontracting Costs.  Note 3: Please attach a breakdown of the cost estimate for each item. In doing so, clearly indicate the unit labor cost.  Note 3: Estimates should be prepared in USD. |