



TRF Response to Enhance Journalistic Capability in Russia through Themed Press Tours Programme

ITT 1818

3. Commercial Response

3.1 Commercial – Price Section

3.1.1

Please upload your response to the Commercial Question. Please upload a completed Schedule of Prices using Attachment 7 - Schedule of Prices within the attachments area.

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3.1.1 Commercial – Price Section

Section I. Selection of participants.		Price for one tour
	Coordinator - recruitment and outreach - 4 days @ £220	880
	Programme Manager- 3 Days @ £330 designing criteria and spreading the opportunity through contacts	990
	Consultant final selection - 1 Day @ £560	560
Total selection of participants costs		£2,430
Section ii. Programme preparation		Price for one tour
	Programme manager - Designing detailed schedule and M&E - 4 days @ £330	1320
	Coordinator - 3 full days of arranging workshop logistics in Russia and in UK	660
	Consultant - preparation for developing schedule and news content for each theme	1120
Total programme preparation costs		£3,100
Section iii. Operational Costs and Expenses.		Price for one tour
	Flights - 8 Participants + currently includes a trainer should they have to travel	4050
	Accommodation in UK for 6 days - 8 Participants + currently includes a trainer should they have to travel	6210
	Field trip (trains, planes and incidentals) for 8 participants plus trainer and coordinator at £200 each	2000
	Airport transfers in London - £60 each way, currently includes a trainer	1080
	Visas for Participants + trainer @ £400 each	3600
	Translation and interpretation	1000
	Per diem in London at cost or per diem, depending on FCO regulation. Per Diem is £30 for lunch and dinner	1620
	Consultant delivery - 5 days for one trainer delivery @ £560	2800
	Programme Manager - 2 days Delivery and follow up @ £330	660
	Coordinator for 5 days @ £220 for accompany and support	1100
	Banking charges related to transfers to Russia	401
Total operational costs and expenses		£24,521
Total Project Cost for one tour		£30,051

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