ARTES AGILE

ARTES 4.0 Technology & Product Developments

Full Proposal

Part 6

Financial Proposal

Proposal title

Proposal Reference: reference number

Notes for the use of this template (to be removed from the Proposal)

**INTRODUCTION:**

ARTES AGILE supports development activities within the ARTES 4.0 Technologies and Products in the Strategic and Generic programme Lines: C&G, Scylight, 4S and 5G. It is intended to facilitate short duration technical de-risking activities critical to the definition and development of future products and services for the SatCom sector.

ARTES AGILE activities are intended for NewSpace developments (allowing for fast to fail, iterative or agile developments) that are limited in duration and limited to an ESA Firm Fixed Price of less than €250,000.

ARTES AGILE activities address high technology risk developments which are necessary to confirm the viability of a product development plan. Therefore ARTES AGILE activities are limited to an agreed derisking plan, with no provision for increasing the scope of work via a contract change note (CCN).

The procurement process is described in the cover letter for ARTES AGILE.

(<https://artes.esa.int/documents>).

**NOTES:**

1. Material presented in this plain style must not be removed nor modified, unless stated otherwise by an explanatory note.
2. Parts highlighted in yellow in this template should be modified as appropriate for your proposed activity.
3. Text in blue and in a smaller font size (*example*) is for guidance and can be removed from the completed outline proposal document.
4. Text in grey (example) do not need to be filled in for the Outline Proposal, but may need to be filled in for the Full Proposal

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The Financial Proposal shall provide the financial details for the proposed including the description of the overall cost and price summary as well as details of the planned expenditures, the expenditure plan and the payment plan. A detailed view of the financial plan will be provided by completed PSS forms.

# Cost and Price Summary

The cost and price for the proposed activity are as defined in Part 1 – Cover Letter.

Our financial proposal for the proposed activity is compliant with the maximum funding levels specified in the Call for Proposal Letter of Invitation.

The requested support does not include any costs associated with marketing or commercialisation activities.

# PSS Forms

The following PSS forms are attached in Annex 1 herewith for the Tenderer and for each of the proposed Subcontractor(s), showing, per entity, the total cost of the proposed work (i.e. including the entity’s share):

PSS-A1;

PSS-A2 (including Exhibits A and B, where applicable);

PSS A8;

All PSS forms are signed by an authorised representative of the entity concerned.

Electronic versions of the PSS forms are also attached in Excel® file format to the electronic version of the financial proposal.

# Travel and Subsistence Plan

The proposed travel and subsistence plan for the activity, including the related cost details, are submitted in Exhibit B to form PSS-A2 for each member of the project consortium.

# Third Party Licence Costs

No licences of intellectual property rights owned by any third party are to be purchased for the execution of the activity.

or

(delete the inapplicable paragraph)

Licences of intellectual property rights owned by third parties are planned to be purchased for the execution of the activity. The table below is a summary of the third party licence costs.

**Table 4-1: Third party licence costs**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Financial Proposal Template** | **Owner** | **Total Costs** | **Purchased By (project partner)** | **Required for the Use of Deliverables (yes/no)** |
| … | … | €… | … | … |
| … | … | €… | … | … |
| … | … | €… | … | … |
| … | … | €… | … | … |

The fees for these intellectual property rights licences are included in the total price of the proposal and are itemised in Exhibit A to form PSS-A2 for the entity concerned.

The technical justification for the use of third party products/licences is presented in the technical Part 3 of the proposal.

As indicated in the table above, licenses of intellectual property rights acquired within the activity are/are not expected to be required for the use of the deliverables.

Include the following if licences are expected to be required for the use of the deliverables

The table below indicates the deliverables concerned, the licences required by the Agency for their use and the conditions under which these licences must be purchased by the Agency.

**Table 4-2: Licences required by the Agency for the use of the affected deliverables**

|  |  |  |  |
| --- | --- | --- | --- |
| **Third Party Product/Licence** | **Deliverable(s)** | **Agency Licence for the Use of the Deliverable(s)1 (transferred/purchased)** | **Optional Binding Price for the Licence** |
| … | … | … | €… |
| … | … | … | €… |
| … | … | … | €… |
| … | … | … | €… |

1. “transferred” = licence is transferred to the Agency at the end of the activity; “purchased” = the licence must be purchased by the Agency.

Each optional binding price is supported by a copy of the supplier’s proposal, document reference, which is attached to the proposal.

# Source of the Entity Contribution

The source (e.g. internal R&D funds, loss against the contract, bank loan, ...) of the entity contribution (including from any private third party) to the overall development costs is as follows:

Contractor name (contractor): ….

Source: ...................

Subcontractor 1 name (subcontractor): …….

Source: ...................

Subcontractor …. name (subcontractor): …….

Source: ...................

It is confirmed that, in all cases, the entity contribution excludes:

* third party public funds and
* overheads included in rates charged to the Agency for the contract, or any other contract with the Agency, or sub-contract awarded under an Agency contract.

Evidence concerning the availability of the entity contribution is provided in Annex 3:

Examples of possible sources of co-funding are: existing funds in bank account coming from sales/profit, already approved/prospective bank loan, investment from external source e.g. private investment funds, other contributions. EU and/or national funds coming from e.g. R&D programmes are not allowed. Use of future earnings as co-funding sources is not allowed, unless binding contracts that guarantee future earnings can be demonstrated.

The purpose of this information is to provide evidence on the capabilities of the involved company(ies) to finance their share of the cost of the proposed activity elements (procurements, facilities, labour cost) and, as such, can serve the obligations of the activity.

# Statement of Profit

This financial offer is exclusive of profit.

# Type of Price

The price quoted is a Firm Fixed Price.

# Quotations Free of Taxes and Customs Duties

The price quoted is free of taxes and customs duties.

or

(delete the inapplicable paragraph)

We believe that we cannot obtain exemption from tax or customs duties because ……. Consequently, we consider that we will remain subject to the payment of taxes or customs duties under the conditions indicated below:

|  |  |
| --- | --- |
| Applicable rates: | …… |
| Estimated total tax amount: | …… |
| Estimated total customs duty amount: | …… |

# Milestone Payment Plan

The milestone payment plan is detailed in the tables below.

Details of the milestone review meetings referenced in the payment plan are provided in Part 5 of this proposal for the activity.

Fill in Table 9-1 with the Prices corresponding to the fixed percentages for MTR and FR, and the review dates for the proposed activity.

**Table 9-1: Milestone payment plan**

|  |  |  |  |
| --- | --- | --- | --- |
| **Milestone Description** | **Schedule Date** | **Payments from ESA to Contractor (in Euro)** | **Country (ISO Code)** |
| Progress (MS1-MTR): Upon successful completion of MTR and the Agency’s acceptance of all related deliverables. | T0 + … months  (approx. midpoint in the schedule) | €…,…  (60%) | … |
| Final Settlement (MS2-FR): Upon the Agency’s acceptance of all deliverable items due under the Contract and the Contractor’s fulfilment of all other contractual obligations, including submission of the Contract Closure Documentation. | T0 + … months | €…,…  (40%) |
|  | **Total** | **€…,…** |  |

An advance payment plan is proposed in the table below. The advance requested is 35% for SMEs and 15% for non-SMEs to be offset against the MTR.

**Table 9-3: Advance payment(s) and other financial conditions**

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **Prime (P)** | **Entity Name** | **Entity Code** | **Country (ISO Code)** | **Advance Payment (in Euro)** | **Offset Against Milestone** | **Offset By Euro** | **Condition for Release of the Advance Payment** |
| P | … | 1 000 xxx | … | €…,… | MS1 MTR | €…,… | Upon signature of the contract by both parties. |

# Use of ESA Technical Assets

It is not intended to make use of ESA Technical Assets.

or

(delete the inapplicable paragraph)

It is intended to make use of ESA Technical Assets in the activity.

As a back-up option, in case the ESA technical assets cannot be made available for use in the project, the commercial procurement of equivalent technical facilities is proposed at a cost of €….

Further information is provided in Part 4 of our proposal on the intended use of the ESA Technical Assets, including a description of the alternative facilities that will be used for the same purpose if the ESA technical assets cannot be made available for use in the project.

Part 1 of our proposal includes a formal statement on the use of the ESA Technical Assets.

1. Source of Entity Contribution

Evidence of availability of entity contributions

Please include evidence of availability of entity contributions for each member of the project consortium.

E.g. bank statements or guarantees, company financial reports, letters of commitment from investors, loan agreements, etc.

Note that ESA will require that contracts between the prime and the subcontractors of the consortium be signed before the contract first milestone (other than Prior Work Milestone).