

**STANDARD LETTER OF AGREEMENT BETWEEN UNDP AND THE GOVERNMENT
FOR THE PROVISION OF SUPPORT SERVICES**

Dear Dr Abdulla Naseer,

1. Reference is made to consultations between officials of the Government of Maldives (hereinafter referred to as “the Government”) and officials of UNDP with respect to the provision of support services by the UNDP country office for nationally managed programmes and projects. UNDP and the Government hereby agree that the UNDP country office may provide such support services at the request of the Government through its institution designated in the relevant programme support document or project document, as described below.
2. The UNDP country office may provide support services for assistance with reporting requirements and direct payment. In providing such support services, the UNDP country office shall ensure that the capacity of the Government-designated institution is strengthened to enable it to carry out such activities directly. The costs incurred by the UNDP country office in providing such support services shall be recovered from the administrative budget of the office.
3. The UNDP country office may provide, at the request of the designated institution, the following support services for the activities of the programme/project:
 - (a) Identification and/or recruitment of project and programme personnel;
 - (b) Processing of project related financial transactions
 - (c) Procurement of goods and services;
4. The procurement of goods and services and the recruitment of project and programme personnel by the UNDP country office shall be in accordance with the UNDP regulations, rules, policies and procedures. Support services described in paragraph 3 above shall be detailed in an annex to the programme support document or project document, in the form provided in the Attachment hereto. If the requirements for support services by the country office change during the life of a programme or project, the annex to the programme support document or project document is revised with the mutual agreement of the UNDP resident representative and the designated institution.
5. The relevant provisions of the Standard Basic Assistance Agreement (the “SBAA”) signed on 27th January 1978, including the provisions on liability and privileges and immunities, shall apply to the provision of such support services. The Government shall retain overall responsibility for the nationally managed programme or project through its designated institution. The responsibility of the UNDP country office for the provision of the support services described herein shall be limited to the provision of such support services detailed in the annex to the programme support document or project document.
6. Any claim or dispute arising under or in connection with the provision of support services by the UNDP country office in accordance with this letter shall be handled pursuant to the relevant provisions of the SBAA.

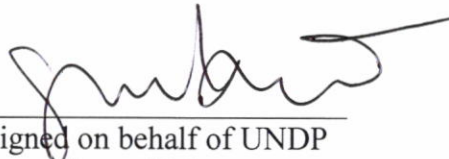
7. The manner and method of cost-recovery by the UNDP country office in providing the support services described in paragraph 3 above shall be specified in the annex to the programme support document or project document.

8. The UNDP country office shall submit progress reports on the support services provided and shall report on the costs reimbursed in providing such services, as may be required.

9. Any modification of the present arrangements shall be effected by mutual written agreement of the parties hereto.

10. If you are in agreement with the provisions set forth above, please sign and return to this office two signed copies of this letter. Upon your signature, this letter shall constitute an agreement between your Government and UNDP on the terms and conditions for the provision of support services by the UNDP country office for nationally managed programmes and projects.

Yours sincerely,



Signed on behalf of UNDP
Azusa Kubota
Deputy Resident Representative /olc
24/2/2013



For the Government
Dr Abdulla Naseer
Permanent Secretary, Ministry of Fisheries and Agriculture

24 February 2013

Attachment

DESCRIPTION OF UNDP COUNTRY OFFICE SUPPORT SERVICES

1. Reference is made to consultations between Ministry of Fisheries and Agriculture, the institution designated by the Government of Maldives and officials of UNDP with respect to the provision of support services by the UNDP country office for the nationally managed project Support to Integrated Farming (no. 00062960), hereby referred to as “the Project”.

2. In accordance with the provisions of the letter of agreement signed on 24 February 2013 and the project document, the UNDP country office shall provide support services for the Project as described below.

3. Support services to be provided:

Support services	Details*	Schedule	Cost to UNDP
1. Financial transactions	Processing payments related to the following activities: - Feasibility study for local feed mill - Standards and local certification system for agriculture and value added products - Basic mariculture course - Support to AIDC establishment - Results assessment and documentation - UNV for strengthening plant and animal quarantine unit - M&E related payments - Payments related to project and programme support staff	As per signed AWP	As per attached Local Price List
2. Procurement	Consultancy services - Feasibility study for local feed mill - Standards and local certification system for agriculture and value added products - Results assessment and documentation		
	Equipment and materials - Support to AIDC establishment		
	Travel related services (M&E)		
3. HR services	- Identification and/or recruitment of project and programme personnel - Management of staff contracts - UNV for strengthening plant and animal quarantine unit		

**Note:* The above details are based on the activities as per the signed AWP 2013, support service costs related to any additional activities or other revisions endorsed by the Project Board are also to be accommodated under this LoA.