

TASK PLAN

for certification services _____

_____, hereinafter referred to as the Executor, represented by _____,
acting on the basis of _____, on one side, and _____, hereinafter referred to as
the Client, represented by _____, acting on the basis of _____, on the other
side, collectively referred to as the Parties, have reached the following agreement:

Product for evaluation _____
(product name)

for compliance with the requirements of _____
(name of the regulatory document)

Name of Works and Services	Scope (Quantity) of Works, Services, Materials

CLIENT

(Signature)

(Full Name)

EXECUTOR

(Signature)

(Full Name)

Appendix No. 2
to the Agreement on Certification Services
No. _____
dated "___" ___ 2024.

PROTOCOL
Agreement on Contract Price

_____, hereinafter referred to as the Executor, represented by _____, acting on the basis of _____, on one side, and _____, hereinafter referred to as the Client, represented by _____, acting on the basis of _____, on the other side, collectively referred to as the Parties, hereby confirm that the Parties have agreed on the contract price for the provision of certification services for _____ and have agreed that the cost of services is _____ **UAH.** (___ **Ukrainian Hryvnias**___ kopecks), **including VAT (20%)**– _____ **UAH.** (___ **Ukrainian Hryvnias**___ kopecks).

CLIENT

EXECUTOR

(Signature)

(Full Name)

(Signature)

(Full Name)

STRUCTURE
of the certification services price for _____

The cost of conformity assessment work is determined based on the time standards for completing the work and the cost of the calculated time unit, and amounts to:

No.	Name	Indicators
1	Cost of the calculation unit per person-hour, UAH.	
2	Time norm for completing certification work in person-hours for Stage I, person-hours	
3	Time norm for completing certification work in person-hours for Stage II, person-hours	
4	Time norm for completing certification work in person-hours for Stage III, person-hours	
5	Time norm for completing certification work in person-hours for Stage IV, person-hours	
6	Time norm for completing certification work in person-hours for Stage V, person-hours	
7	Total for Stages I-V, person-hours	
8	Cost price, UAH.	
9	Value-added tax, UAH	
10	Price, UAH	

CLIENT

EXECUTOR

(Signature)

(Full Name)

(Signature)

(Full Name)

STRUCTURE
of the price for performing testing work

No.	Name of Expense Items	Cost (UAH)
1	Material Costs (Direct)	
	including:	
	Materials	
	Semi-finished products	
	Components	
	Fuel and energy	
2	Special Costs	
	including:	
	Special equipment	
	Special materials	
	Special works	
3	Labor Costs (Direct, including additional)	
4	Deductions – SSC (22%)	
5	Outsourcing Costs	
6	Overhead Costs	
7	Travel Expenses	
8	Other Costs (transportation services)	
9	Cost Price	
	including own costs	
10	Value-added Tax	
11	Price	

Notes:

The EXECUTOR has the right to redistribute costs among expense items without changing the overall price for performing the development.

CLIENT

EXECUTOR

(Signature) (Full Name)

(Signature) (Full Name)

COST BREAKDOWN
for performing testing work

1. Material Costs (Direct)

No.	Name of Materials, Purchased Semi- finished Products, and Finished Products	Unit of Measure ment	Quan tity	Cost (UAH)		Notes
				For unit	Total	

2. Special Costs

No.	Name of Equipment, Type or Model	Unit of Measure ment	Quan tity	Cost (UAH)		Notes
				Per unit	Total	
	Total:					

3. Salaries of Main Employees

No.	Position	Hourly Salary (UAH)	Number of Employees	Number of Person- Hours	Amount (UAH)	Notes
	Total:					

4. Deductions

No.	To Whom, For What	Grounds	Amount		Notes
			Percenta	UAH	

			ge of Gross Salary		
1	Deductions for the Unified Contribution to Mandatory State Social Insurance	Legislation	22		
	Total:				

5. Outsourcing Costs

No.	Name of the Institution, Departmental Subordination	Stage (Substage) Number of the Work	Name and General Purpose of the Work	Execution Timeline (Start, End, Day, Month)	Labor Intensity of Work, Person-Months	Cost of Work (excluding VAT), UAH.	Basis
	Total:	-	-	-	-	-	

6. Overhead Costs

(for the entire enterprise, institution, or organization, in UAH)

No.	Expenditure items	according to the plan for 2024
1.	Overhead costs	
	– as a percentage of salary and SSC	

7. Travel expenses

No.	City	Organization, Enterprise	Average duration	Number of trips	Cost (thousand UAH)	Remarks
1						-
	Total:					-

8. Інші витрати

No.	Item	Amount (UAH)	Justification	Remarks
	Total:			

Note: The Contractor has the right to redistribute expenses among the expenditure items without changing the overall price for the development.

CLIENT

CONTRACTOR

(Signature) (Full Name)

(Signature) (Full Name)