

# Schedule of charges 2024

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## 1. Mission and development projects

Pricing list for:

Software developments projects related to mail and financial products and services

On-site missions for site survey, installation, training and consulting on mail and financial products

## 2. Finance services

Pricing list for the financial family of products developed by the Postal Technology Centre.

## 3. Mail and customs services

Pricing list for the mail and customs family of products developed by the Postal Technology Centre.

## Bank details

Crédit Suisse - 3000 Berne 1 (SWITZERLAND)

<b>Account number</b>	143996-61-10
<b>SWIFT code</b>	CRESCHZZ80A
<b>Clearing</b>	4835
<b>IBAN</b>	CH48 0483 5014 3996 6101 0

## Address

For any information, please contact: **Directorate of Postal Technology Centre management support**

### Address:

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# 1. Mission and development projects 2024

## 1.1 Development projects

For non-TC members, a surcharge of 30% will be added.

Area	Daily costs (CHF) <sup>(1)</sup>
<b>Developer / tester / technical writing</b>	730.00
<b>External developer / tester / technical writing</b>	1'150.00
<b>Project management / on call support</b> <sup>(2)</sup>	850.00

(1)Daily Costs cover 8 hours of work. Extended hours can be contracted if required.

(2)During weekends (from Friday 7pm until Monday 7am Swiss Time), an additional fee of +25% will be invoiced for on-call between 7am and 7pm, and +50% for on-call between 7pm and 7am.

## 1.2 Mission

For non-TC members, a surcharge of 30% will be added.

Activity	GNI	Consulting price in CHF per pd	Special consulting price in CHF per pd for RDP projects
<b>All mission types</b>	1 or 2	760.00	760.00
<b>Survey, implementation and extensions (new functionality)</b>	3	600.00	500.00
	4	500.00	450.00
<b>Follow up missions (technical and operational training, migrations)</b>	3 or 4	450.00	450.00

- Mission calculation will be based on the GNI class of the country ([World Bank classification](#))
- Standard IPS site surveys are calculated with 12 person days (pd) - 5 days onsite
- Standard IPS implementation mission are calculated with 20 pd - 10 days onsite
- Standard CDS implementation mission are calculated with 8 pd - 5 days onsite
- Standard STEFI implementation are calculated with 14 pd - 4 days onsite
- Standard consulting days cover 8 hours of work. Extended hours can be contracted if required.
- Follow up missions have to be calculated based on the preparation, workload onsite and follow up of the mission based on daily rates
- DSA and travel costs will be charged in addition
- DSA daily subsistence allowance is based on [icsc.un.org](http://icsc.un.org)
- Trainings in Berne, including preparation, will be charged per consulting day shared by members of operators attending
- RDP projects and methodologies are available under [www.upu.int](http://www.upu.int)

## 2. Financial services 2024

### 2.1 POST\*Net Finance: IFS - IFS on shared cloud – STEFI – UPU-IP - Fees (CHF)

For non-TC members, a surcharge of 30% will be added.

#### IT Services Costs - IFS, STEFI or UPU-IP API (1)

Fee dependent on monthly volume of international postal payments

Monthly range (number of transactions)		Outbound Fee (CHF/ transaction)	Inbound Fee (CHF/ transaction)
1	50	0.400	0.300
51	1 000	0.350	0.200
1 001	5 000	0.300	0.150
5 001	20 000	0.200	0.100
20 001	100 000	0.120	0.060
100 001	Unlimited	0.020	0.010

**Minimum yearly amount:** 200.00 CHF

Add on products (annual fees)		Fees (CHF/year)
<b>IFS on Shared Cloud (2)</b>		20% surcharge to all fees indicated in the previous table
<b>Eurogiro interconnection</b>		Free
<b>PPS*Clearing</b>		Free
<b>IFS mobile and IFS API</b>		Free
<b>Virtual Private Network (tunneling) link</b>	<b>for IFS or STEFI</b>	2'400.00
<b>Public API (per external server with certificate)</b>		100.00

(1) In accordance with UPU letter reference 4570(DPRM.SFP) of 23 June 2020, local instances of IFS and STEFI are not supported since January 2022. It is not possible for new users to subscribe to these software. All existing users have to migrate to either IFS on Shared Cloud or UPU-IP integration through APIs.

(2) Surcharge for benefiting of IFS Shared Cloud services (hardware-software infrastructure and hosting services) is applied for each international postal payment outbound and inbound transaction and on minimum yearly amount.

#### IFS Domestic (annual fees) - for IFS

Volume package for processed domestic (national) postal payment

	Volume (postal payment)	Fees (CHF)	Equivalent charge per postal payment if package is used in full (CHF/ postal payment)
<b>Minimum package (3)</b>	10'000.00	1'000.00	0.10
<b>Package 1 (3)</b>	10'000.00	1'000.00	0.10
<b>Package 2 (3)</b>	25'000.00	2'200.00	0.088
<b>Package 3 (3)</b>	50'000.00	4'000.00	0.08
<b>Package 4 (3)</b>	100'000.00	7'500.00	0.075

(3) The validity of a package is a calendar year. The combination of packages is in the responsibility of the designated operator.

## Cloud services

UPU software solutions can be installed locally, or be provided as Software as a Service (SaaS) through the UPU-operated Cloud platform. Prices for Cloud services vary with each desired configuration and in particular with requirements for hardware, number of concurrent users, and options for full business continuity plans. Each Cloud offer is therefore tailor-made for the requesting post. PTC has also designed a “Shared-Cloud” offer in order to reduce costs to the minimum, as indicated in the table above (IT Services Costs). Please contact the PTC for further details.

## 2.2 Billing (invoicing) - Financial services

### Rules for billing and decisions concerning IFS deployment

Once the software application has been installed, the designated operator is required to pay the annual fee, which covers software maintenance and updating costs. An annual fee is also charged for use of the POST\*Net network (the amounts billed to users are based on their message volumes).

The date of the on-site installation of the software application is not necessarily the date on which the application becomes operational (production launch date). The annual fee covers the period starting from the first day of the month following installation of the application (fees based on standard annual fee).

### Annual fees for applications and services

Charges for applications are payable annually, within 30 days of the bill. Bills are sent out each January. They correspond to the amounts due for the current year. The annual fees include the cost of automatically dispatching new versions of software offered by the PTC.

### Communication charges based on volume

POST\*Net Finance communication charges are billed at least once every three months.

### Payment of bills

All bills issued by the PTC must be paid within 30 days of their issuance date.

### Important: procedure for unpaid bills

A debt in arrears shall include any unpaid amount relating to membership fees, members' contributions to funding, fees charged on the basis of the «Schedule of Charges» and licensing fees which have not been paid within 90 days of the billing date. After that period, interest shall be charged for all debts in arrears. The sum due shall be chargeable with an interest in favor of the budget of the Postal Technology Centre at the rate of 5 per cent per year.

### VAT (or other surcharges)

All fees do not include VAT and/or any other surcharges paid by the Licensee in accordance with its national legislation.

## 3. Mail and customs services 2024

### 3.1 IPS - PNG - PIMS - IPS.POST - Fees (CHF)

For non-TC members (Designated operators), a surcharge of 30% will be added.

GNI group (1)	IPS	PIMS (3)
	Per national server (CHF/y)	Fees (CHF/y)
1 - High income (2)	36'000.00	2'000.00
2 - Upper middle income	21'500.00	1'000.00
3 - Lower middle income	16'000.00	500.00
4 - Low income and LDC's	7'500.00	0.00

IPS.POST	Fees (CHF)
For maximum 6'000 outbound items/mailclass and 20 users	2'300.00
Additional users (>20 users), per new user	200.00
Additional outbound items/mailclass (>6000), per item	0.10

Add on products	Fees (CHF/year)
QCS mail	Free
GTT (Global Track and Trace)	Free
VPN tunnel	For IPS or PNG 2'400.00
Additional servers linked to national server	For IPS 2'000.00
IPS Web Client per server	For IPS 3'500.00
IPS Web tracking	For IPS 1'000.00
Portable scanner	For IPS 3'000.00
Public API (per external server with certificate)	100.00

(1) Gross national income group (as per [World Bank classification](#)). Territories in the GNI class 1, will be classified in the GNI class 2.

(2) Members of the TC in GNI class 1 with less than 50'000 items/year will be classified for IPS usage in GNI class 2.

(3) To encourage the transition to electronic verification notes (eVN) the PIMS software is free of charge for 2022, irrespective of the GNI classification of the user .

### 3.2 DPS - Fees (CHF)

For non-TC members (Designated operators), a surcharge of 30% will be added.

#### DPS Domestic Postal System

DPS price scheme is indexed on the following economic criteria:

1. GDP per capita (current USD), available from the World Bank World Development Indicators ([data.worldbank.org/indicator/NY.GDP.PCAP.CD](https://data.worldbank.org/indicator/NY.GDP.PCAP.CD))
2. Operating postal revenues (in SDR), taken from UPU official statistics ([www.upu.int/en/Universal-Postal-Union/Activities/Research-Publications/Postal-Statistics](http://www.upu.int/en/Universal-Postal-Union/Activities/Research-Publications/Postal-Statistics))
3. Total number of staff from UPU official statistics (estimates are available in the case of missing or undisclosed data) ([www.upu.int/en/Universal-Postal-Union/Activities/Research-Publications/Postal-Statistics](http://www.upu.int/en/Universal-Postal-Union/Activities/Research-Publications/Postal-Statistics))

The price of the user pack, between the floor and ceiling prices, is determined from an index which is calculated individually from the three previous economic criteria.

The table below shows the floor and ceiling fees for each user pack:

	For max. 1,000 users (CHF/y)	For max. 2,000 users (CHF/y)	For max. 5,000 users (CHF/y)	For max. 10,000 users (CHF/y)	For max. 25,000 users (CHF/y)	For unlimited users (CHF/y)
<b>Floor fees</b>	12'000.00	14'000.00	16'000.00	18'000.00	20'000.00	22'000.00
<b>Ceiling fees</b>	120'000.00	140'000.00	160'000.00	180'000.00	200'000.00	220'000.00

### 3.3 CDS - Fees (CHF)

For non-TC members (Designated operators), a surcharge of 30% will be added.

For all users with their EDI mailbox for Customs messages (xx501) on networks other than POST\*Net the Annual CDS fee is equal to the volume fee cap (=maximum volume fee). Draft declarations will not be charged.

**The CDS pricing is divided in three options:**

#### CDS Option 1

Full usage of the application, including the EAD Customs declarations Application for Android or iOS

GNI group	For IPS and non-IPS users		
	Fee per declaration or referral (in/out) (CHF)	Capped yearly fee (CHF)	Equivalent number of declaration when reaching the cap
<b>1 - High income</b>	0.03	36'000.00	1'200'000
<b>2 - Upper middle income</b>	0.03	21'500.00	716'666
<b>3 - Lower middle income</b>	0.03	7'000.00	233'333
<b>4 - Low income and LDC's</b>	0.03	3'000.00	100'000

*Minimum annual fee of 500 CHF*

#### CDS Option 2

"CDS as EDI generator" can be provided with CDS.POST, CDS local, and CDS Cloud

Fee per declaration or referral (in/out) (CHF)	Capped yearly fee (CHF)	Equivalent number of declaration when reaching the cap
0.02	150'000.00	7'500'000

*The fee is irrespective of the user's GNI group*

#### CDS Option 3

Access to CDS APIs only

Product/Service	Unit cost	Financial Cap (yearly)	Technical limits
<b>eCommerce API</b> for: - HS Lookup - Prohibitions and restrictions - Correctness of postal addresses	<b>0.01 CHF/click</b> if subscribing to one service <b>0.02 CHF/click</b> if subscribing to two or three services  100 CHF/client <b>(1)</b> for X.509 Certificate to access the API	None	None (service is only available through the PTC Cloud)

*(1) Client means: access point for calling the UPU API (can be at the DO itself or its partners, ex: large mailers)*

## . CDS.POST

The following principles are proposed:

- **Volume:** use the financial cap of GNI 1 countries (currently be 1'200'000 declarations per year) as the corresponding technical limit imposing the switch away from CDS.POST. In such cases, operators would be asked to consider either CDS Local or CDS Cloud instead of CDS.POST.
- **Number of users:** similar to IPS.post, charge a fee (200 chf / year) per additional users above 100. (not applicable for CDS Local)

## . EAD Customs declarations Application (if used without CDS)

	CHF/year
Mobile Application for Android or iOS	500.00

There is no "purchase" (one-time) costs for the App.

CHF 500.00 per year will be charged to the Posts for covering 3<sup>rd</sup> level support activities and the distribution on the Google Play Store.

Note: Posts are in charge of the user and technical support of the users of the App.

## . Cloud services

UPU software solutions can be installed locally, or be provided as Software as a Service (SaaS) through the UPU-operated Cloud platform. Prices for Cloud services vary with each desired configuration and in particular with requirements for hardware, number of concurrent users, and options for full business continuity plans. Each Cloud offer is therefore tailor-made for the requesting post: please contact the PTC for further details.



### 3.4 POST\*Net mail (Fees (CHF))

For non-TC members (Designated operators), a surcharge of 30% will be added.

For Wider Postal Sector Players (WPSP), a surcharge of 10% will be added.

POST*Net mail			
	Fee per kilo-byte (kB) (CHF)	Minimum annual fees (1) (CHF)	Maximum annual fees (CHF)
		less than 19'519kB per year (1'543 kB per month)	over 3'111'111.12 kB per year (259'259.26 kB per month)
<b>EDI messages</b> (EDI FACT format and XML format: ITMATT, CUSITM and CUSRSP) (2)	0.027	500.00	84'000.00 (7'000 per month)
<b>Post*Net Mail Added Value Services (PNAVS)</b> - Dashboards - PNG		<b>Included in the POST*Net mail fees,</b> no additional charges	
<b>PNG without Post*Net</b>			CHF 5'000 per year

(1) Users will be billed for the volume of EDI message transmissions exceeding the minimum annual price of CHF500.00.

(2) Mail boxes xx501 for ITMATT, CUSITM and CUSRSP messages: transmissions are included in the CDS fees, for CDS users connected to Post\*Net

## 3.5 Billing (invoicing) - Mail and customs services

### Rules for billing and decisions concerning IPS deployment

Once the software application has been installed, the designated operator is required to pay the annual fee, which covers software maintenance and updating costs. An annual fee is also charged for use of the POST\*Net network (the amounts billed to users are based on their message volumes).

The date of the on-site installation of the software application is not necessarily the date on which the application becomes operational (production launch date). The annual fee covers the period starting from the first day of the month following installation of the application (fees based on standard annual fee).

### Annual fees for applications and services

Charges for applications are payable annually, within 30 days of the bill. Bills are sent out each January. They correspond to the amounts due for the current year. The annual fees include the cost of automatically dispatching new versions of software offered by the PTC.

### Communication charges based on volume

POST\*Net Mail communication charges are billed at least once every three months.

### Payment of bills

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### Important: procedure for unpaid bills

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### VAT (or other surcharges)

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### Wider Postal Sector Players (WPSP)

In April 2019, the POC has endorsed, and the CA has approved, the principles for pricing the access to some of the UPU IT Products and Services to two key Wider Postal Sector Players (WPSP): namely Airlines (and by extension ground handlers) and Customs organizations. These WPSP are active in critical segments of the postal supply chain: transport and security/export and import clearance.

The annex 3 of document CA C2 2017.2-Doc 2 clearly identifies the following IT solutions:

- Post\*Net Mail, PNG and QCS Mail including production dashboards
- Supply Chain Integration System (SCIS)
- Public APIs