

Title: Translation of SOER 2015 Synthesis into several EU languages

Reference: Negotiated procedure EEA/COM/14/003

The European Environment Agency (EEA) seeks a service provider to undertake translation of the SOER 2015 Synthesis into several EU languages within 20 or fewer working days.

Type of contract:

Service contract for duration of approximately eight months as from the date of its signature or until 31 December 2014 whichever date comes first

Estimated value:

EUR 60.000 excluding VAT

Place of delivery or of performance:

At the contractor's premises

Description of the services to be procured:

The service contract is about having a part of the SOER 2015 report, namely the Synthesis, to be translated from English into several EU languages within 20 or fewer working days.

SOER 2015 is the EEA's flagship report published every 5 years and is aimed at providing support to environmental policy making in the EU. The 2015 Synthesis is its key component and is widely circulated among EU policy makers. To this end, the EEA aim to have the Synthesis translated into several EU languages in good time to have print copies available on the day of the launch, scheduled for early 2015.

The original English version is expected to be finalised in the fourth quarter of 2014. Although it might vary slightly, the estimated length of the Synthesis text is 25.000 words of body text or 30.000 words in total including references. Depending on the price offers, the EEA aims at using up to EUR 60.000 to have the text translated into as many of the following languages as possible, and in this specific order: French, German, Italian, Spanish, Polish, Romanian, Dutch and Latvian.

Scheduled starting date of contract (indicative):

As soon as possible

Registration of interest:

Interested candidates shall register their interest by email to procurement@eea.europa.eu by **9.5.2014** at the latest, quoting the title and reference No of this negotiated procedure in the subject field of the message and providing the following information:

- Name (of individual or organisation/company)
- Address (of individual or organisation/company)
- Contact person

- E-mail
- Description of main area of business / expertise (max. 500 words)

Your personal information above will be processed solely for the purpose of this negotiated procedure in accordance with the rules set in Regulation (EC) No 45/2001 on the protection of individuals with regard to the processing of personal data by Community institutions and bodies and on the free movement of such data (OJEU L 8/1 of 12.1.2001). For further detailed information please refer to the privacy statement available on the EEA external website at the following address: <http://www.eea.europa.eu/about-us/tenders/privacy-statement>

Description of the tendering procedure:

On the basis of the pre-assessment of the information provided, the EEA will draw up a list of the most suitable candidates and will forward to all or some of them (at least three candidates) by e-mail an invitation to submit a tender in accordance with the tender specifications by a set deadline. The tender submitted will be evaluated in accordance with the criteria specified in the tender specifications. During the negotiation phase after the submission of the tenders, selected candidates may be required to adapt their tender to the requirements set in the tender specifications in order to find the solution offering the best value for money.

Candidates shall note that registration of interest to participate in the above-mentioned procedure entails no obligation on the part of the EEA to send an invitation to tenders to candidates or to award them a contract. Please note that no replies will be sent to unselected candidates.