



Let's get green!

Social partners' joint action to enhance worker involvement in company-level implementation of the European Green Deal

Warsaw, 25.07.2022

Federacja Związków Zawodowych Metalowców i Hutników

On behalf of:

- Institute of Public Affairs – IPA
- Sindikat metalaca Hrvatske - Industrijski sindikat
- Federação Intersindical das Indústrias Metalúrgicas, Químicas, Eléctricas, Farmacêutica, Celulose, Papel, Gráfica, Imprensa, Energia e Minas
- The Union of Employers of Vojvodina
- The Nationwide Convent of Employment Agencies

REQUEST FOR OFFERS

for providing of interpretation service for project's event that will be organized in Malaga, Spain

on **13 September 2022**

within the framework of the project: *"Let's get green! Social partners' joint action to enhance worker involvement in company-level implementation of the European Green Deal."*

Section I: Contracting party

| | |
|--------------------------|---|
| Name of the organisation | Federacja Związków Zawodowych Metalowców i Hutników |
| Address | ul. Długa 29, Warsaw, Poland |
| Telephone | +48 22 831 40 21 |
| E-mail address | m.grzybek@federacja-metalowcy.org.pl |

Section II Description and scope of services. Obligations of service provider.

Providing of interpreters for simultaneous interpretation for the following project's events:
Implementation seminar on 13-Sep-2022



With financial support from the European Union



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- Simultaneous interpretation for the following language: (Croatian, Polish, Spanish, France, Portuguese / 8 interpreters)
- 4 booths with technical equipment for the interpretation, and technical equipment for around 20 participant
- technical support for implementation of hybrid meeting: operation in the online platform, online registration, connection test pre meeting, and video recording (this option is not yet confirmed)

Section III Term of services

The service provider is expected to respect the following deadlines:

- The offer shall not require a prepayment
- The invoice for the services should be issue up to 14 days from the date of the meeting
- The time limit for payment of the final invoice must not be shorter than 30 days

Section IV Submission of proposals

The proposal should be submitted in writing until **8.08.2022** to the email address mentioned in Section I. Late proposals will not be accepted.

Service provider will be chosen until **9.08.2022**.

Section V Criteria of assessment of proposals

The contract will be awarded to the best proposal taking into account the best price-quality ratio.





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Section VI Other information

Conflict of interest

In order to avoid conflict of interest the following persons and/or entities are excluded from this procedure:

- Beneficiary's personnel and staff,
- family members and relatives of beneficiary and its key personnel,
- affiliated persons, companies and institutions,
- any persons, companies and institutions with shared economic interest and/or personal or equity relationship with Beneficiary.

The standard contract for services will not be negotiated by the Beneficiary. After signing the contract any major changes to the contract shall be excluded. A draft contract may be delivered via e-mail on request.

The service providers shall respect all rules and obligations required by the European Union, in particular those with regards to confidentiality, conflict of interests, liability, intellectual property rights, ownership of materials, checks, audits and evaluation.

Beneficiary does not allow subcontracting as a rule. All potential subcontractors should be notified and accepted by the Beneficiary prior to signing a contract for services.

On behalf of Beneficiary:

Grzybek Mirosław

