

Call for Translation Services - Technical Guidance on Effective Interventions in Social Services

HELPDESK – EU funds for social services is a 2-years project funded by the European Commission (May 2022 – April 2024) which aims to launch the building blocks for a Social Services Helpdesk. The proposed Helpdesk will have two main priorities:

1. to support social services in accessing and using EU funds (ESF+ and ERDF in particular).
2. to help Managing Authorities use EU funds (ESF+, ERDF and ReactEU in particular) to finance quality interventions in the field of social services.

The project is run by a consortium made up of 16 partners, including 11 European and 5 national organisations, with the European Association of Service providers for Persons with Disabilities (EASPD) as coordinator.

1. Tender specification

The Helpdesk consortium is seeking qualified and experienced translation services for the document "Technical Guidance on Effective Interventions in Social Services." The document is approximately 60 pages long and needs to be translated into the following languages: French (FR), Czech (CZ), Spanish (ES), Italian (IT), Swedish (SE), Greek (GR), German (DE), Slovak (SK), and Bulgarian (BULG).

Scope of Work:

- Document Title: Technical Guidance on Effective Interventions in Social Services
- Pages: Approximately 60
- Target Languages: FR, CZ, ES, IT, SE, GR, DE, SK, BULG

2. Expertise required, selection and award criteria

1. Proven experience translating technical documents, preferably in the field of social services or related sectors, and experience translating documents addressing EU policy and funds.
2. Demonstrated proficiency in the target languages.
3. Attention to detail and accuracy in translation.
4. Ability to meet deadlines.

Submission Requirements: Interested translation service providers are requested to submit the following documents:

1. A detailed proposal outlining your experience, qualifications, and approach to the translation.
2. A quote for the entire translation project, including a breakdown of costs per language.

The selection will be based on the following criteria:

1. Experience and expertise in technical translation.
2. Competitive pricing.

The translation provider will be selected on the basis of the clear evidence they provide of how they meet the criteria listed under expertise required.

The contract will be awarded to the tenderer whose offer represents the best value for money, taking into account the selection criteria. The contract will only be awarded to a tenderer who clearly proves that they have knowledge, experience and expertise which match 100% of the selection criteria.

3. Timeline:

- Deadline for Submission: 15th of February 2024
- Translation Completion Deadline: 18th of March 2024

4. Submission

How to Submit: Please submit your proposal, sample translation, and quote to Daniele Bregoli at daniele.bregoli@socialserviceseurope.eu by the deadline mentioned above.

We appreciate your interest in supporting the Helpdesk mission through your translation services. If you have any questions or need further clarification, please contact Daniele Bregoli (daniele.bregoli@socialserviceseurope.eu).