



## Request for Quotation (RFQ)

Tuesday, September 19, 2017

Independent Joint Anti-Corruption Monitoring and Evaluation Committee (MEC) invite Translation Companies to provide their quotation for Translation of estimated 130 page (50,000 Words) **English** document into **Dari** and **Pashto** with high translation quality. This is a short term contract for 6-7 days maximum, starting 02<sup>nd</sup> – 8<sup>th</sup> Oct 2017. There will be no extension period.

Solicitation No	MEC-2017-004
Contract Name	<p><b>Translation 1:</b> Translation of estimated 130 page (50,000 Words) MOE MVCA Report from <b>English</b> to <b>Dari</b>, five translators are required to complete the task from 2<sup>nd</sup> – 8<sup>th</sup> Oct (7 days). the translators will be working in MEC office during the mention period. One officer from related department will do the proof reading at the end of each day to make sure appropriate terminology is used and the quality of translation is up to required standard.</p> <p><b>Translation 2:</b> Translation of estimated 130 page (50,000 Words) MOE MVCA Report from <b>English</b> to <b>Pashto</b>, five translators are required to complete the task from 2<sup>nd</sup> – 8<sup>th</sup> Oct (7 days). the translators will be working in MEC office during the mention period. One officer from related department will do the proof reading at the end of each day to make sure appropriate terminology is used and the quality of translation is up to required standard.</p> <p><b>Qualifications:</b></p> <ul style="list-style-type: none"><li>• The translation company should have valid government registration license,</li><li>• The bidding company Should have proven high standard translation experience in the education sector</li><li>• The bidding company should be able to provide qualified five Dari and five Pashto translators at the same time.</li><li>• The bidding company should be able to accomplish the task within the given time period. I.e. 02<sup>nd</sup> – 8<sup>th</sup> Oct 2017 (7 days).</li><li>• The bidding company should be flexible to work on the weekend.</li></ul>
Solicitation Issue Date	Tuesday, September 19, 2017
Bid Closing Date	Monday, Sep 25 , 2017
Bid Opening Date & Time	Tuesday, Sep 26, 2017
Contract Award Date	1 <sup>st</sup> Oct 2017
NTP	



کمیته مستقل مشترک نظارت و ارزیابی مبارزه علیه فساد اداری  
د اداری فساد پر وړاندې د مبارزې د څارنې او ارزونې خپلواکه کمیته  
Independent Joint Anti-Corruption Monitoring and Evaluation Committee

Period of Contract	6-8 days				
Submission of Bid	In Soft by Email or in Hard by Sealed Envelopes				
Issued By:	Independent Joint Anti-Corruption Monitoring and Evaluation Committee (MEC)				
And	Masjid-e-Herati St. rear side of Kabul bank, Shahre Naw				
Delivered To:	Kabul, Afghanistan				
	0795 102 736				
	<a href="mailto:ahmad.jawid@mec.af">ahmad.jawid@mec.af</a>				
Name of the Company					
License No					
Mailing Address					
Email Address					
Phone No					
Website					
<b>SCHEDULE OF SUPPLIES/ SERVICES</b>					
<b>Item No</b>	<b>Item Name and Specification</b>	<b>Qty</b>	<b>Unit</b>	<b>Unit Price/day</b>	<b>Amount</b>
			BRT	4%	
<b>Total</b>					

**Note:** The Lowest Priced Company will be asked for interview and further negotiations. In addition please attach your company profile, past experience, armored certification, and copy of updated license.

**Late bids will be rejected.**

Syed Muzaffar Shah

Executive Director