

Call for expressions of interest

Subject:

Provision of translation and interpretation services for the Permanent Secretariat of the Alpine Convention

Date of this call: 30 March 2021

Closing date of this call: 20 April 2021

Address expressions of interest to languages.2021@alpconv.org

It is anticipated that the Permanent Secretariat of the Alpine Convention (hereafter referred to as the PSAC) located in Innsbruck, Austria, with a branch office in Bolzano/Bozen, Italy, will shortly be issuing a call for submitting tenders for the provision of translation and interpretation services. In this connection, the PSAC is requesting expressions of interest from qualified companies.

Brief description of the contract:

The Alpine Convention is an International Organisation, based on an international Treaty between Austria, France, Germany, Italy, Liechtenstein, Monaco, Slovenia, Switzerland and the European Union with the objective to pursue a common policy of protection and sustainable development of the Alps. It has been open to signature in 1991 and it is in force since 1995. It consists of a framework Convention and nine Protocols, covering the subjects of spatial planning, nature protection, mountain agriculture, mountain forests, soil protection, energy, tourism and transport. Information on the Alpine Convention and its activities can be found on www.alpconv.org.

The official languages of the Alpine Convention are English, French, German, Italian and Slovenian. Exceptionally, interpretation or translation from or into other languages (e.g. Spanish) is also necessary. The official meetings of the organs of the Convention (Ministerial Conference, Permanent Committee, Compliance Committee and, as appropriate, Technical Working Bodies) require simultaneous interpretation from and into French, German, Italian and Slovenian. Consecutive interpretation is also used on informal meetings (such as dinners on the occasion of official meetings). For the meetings of these organs, documents are drafted by the Permanent Secretariat or by the Contracting Parties in all five official languages of the Alpine Convention, which partly require translation.

The overall volume of the framework contract for translation and interpretation services to be concluded with the winning company of the intended public procurement procedure amounts to 138.000 €.

The provision of the requested services shall start immediately after conclusion of the intended public procurement procedure and will last for the duration of the Swiss Presidency of the Alpine Convention till the end of 2022. Expected start date is 14 June 2021.

A single legal entity for signing the framework contract, receiving translation requests, providing translations and coordinating interpretation teams is requested.

Information on the intended public procurement procedure:

All candidates having submitted an expression of interest will be simultaneously provided with full information about the exclusion criteria (bankruptcy, grave professional misconduct, fraud, corruption, other illegal activity of the operator), selection criteria (financial, technical and professional capacity necessary to carry out the work) and award criteria on the occasion of the invitation to tender.

The invitation to submit initial tenders and to negotiate will contain the request to present supporting documents regarding exclusion criteria and selection criteria as well as the procurement documents consisting of the tender specifications, which will give full information about the award criteria and their weighting, and the model contract.

Negotiations with the selected candidates may lead to modified tenders. Equal treatment of all selected candidates during the negotiations is mandatory. There is no limit for the number of rounds of negotiation.

The evaluation of the final tenders will apply only the award criteria based on the method "Best value for money".

Interested companies should forward their expression of interest by e-mail to languages.2021@alpconv.org until 20 April 2021 at the latest. **Please use the attached form.**

Please be advised that this call for expressions of interest does not constitute a call for submitting tenders and is no way binding on the PSAC. It should also be noted that the PSAC reserves the right to change or cancel this call for expressions of interest at any time.

NOTE:

Please do not send any offers or price quotations as a response to this call for expressions of interest.