

## Call for proposals

The Hungarian Competition Authority (1054 Budapest, Alkotmány utca 5., hereinafter: “GVH” or “the contracting authority”) calls for proposals for the following services:

### **The subject and quantity of the call:**

In the framework of competition policy events organised virtually by the OECD-GVH Regional Centre for Competition in Budapest (RCC) from 16 to 17 February 2022 and on 22 March 2022, the contracting authority is requesting an offer for the provision of interpretation and translation services from English to Russian and from Russian to English.

**Please be informed that tenderers have the opportunity to submit offers separately for the interpretation and translation services.**

### **Description of main tasks:**

#### **1. Interpretation service**

The RCC will organise events from 16 to 17 February 2022 and on 22 March 2022, for which interpretation services from English to Russian and from Russian to English will be needed. As interpretation will be simultaneous, two interpreters per event will be required. Both events will take place online through the platform Zoom and interpretation will be carried out remotely.

***The contracting authority will evaluate the tenders received based on the following criteria:***

Whereas the most favourable bidding price will receive 60% of the total available score, the most years of verifiable professional experience related to competition law or competition policy will receive 40% of the total available score.

***The tenderer must submit the following documents to the contracting authority:***

- The price offer for the service;
- A brief introduction in English that includes the tenderer's experience and references in providing interpretation services at events related to competition law.
- A declaration on the availability of essential tools for remote simultaneous interpretation (high-speed internet connection, a desktop computer or laptop with high resolution web camera and a high-quality noise-cancelling headphone with a microphone).

As regards to the fee for simultaneous interpretation, please indicate the daily fee per interpreter either in HUF or EUR with the indication of the gross value. Please note that the prices provided in euros will be converted into forints based on the official euro exchange rates of the Hungarian National Bank on the day of the deadline for submitting the offer.

## 2. Translation service

The RCC is requesting an offer for the provision of translation services from English to Russian, and from Russian to English for its events to be organised virtually between 16 and 17 February 2022 and on 22 March 2022. As the materials to be translated usually contain images and charts, it is considered extremely important that the translators have a thorough knowledge of textboxes and similar PowerPoint and Word functions. The materials of these events have to be translated within a short period of time (approximately one week); the length of the documents might vary from approximately 5,000 to 18,000 words per event.

***The contracting authority will evaluate the tenders received based on the following criteria:***

Whereas the most favourable bidding price will receive 60% of the total available score, the most years of verifiable professional experience related to competition law or competition policy will receive 40% of the total available score.

***The tenderer must submit the following documents to the contracting authority:***

- The price offer for the service;
- A brief introduction in English that includes the tenderer's experience and references in translating competition law related materials;
- A declaration that the tenderer will provide the translation in a format appropriate to the source material.

As regards to the translation fee, please indicate the fee per 100 words separately for PowerPoint and Word documents either in HUF or EUR with the provision of the gross value. It is important to consider that the prices given in euros will be converted into forints based on the official euro exchange rates of the Hungarian National Bank on the day of the deadline for submitting the offer.

**Method of payment:** following the fulfilment of services, within 15 days after the receipt of the invoice, via bank transfer.

**Deadline and method for submitting offers:**

Please send your offer electronically to the [molnar.miranda@gvh.hu](mailto:molnar.miranda@gvh.hu) email address until 12 a.m. of 21 January 2022.

**Deadline for maintaining the offers:** 31 March 2022.

Please be informed that as a result of the tender procedure, the Hungarian Competition Authority may only conclude a contract with an organization that complies with the provisions of Act CXCVI of 2011 on National Assets and is considered to be a transparent organization within the meaning of Section 3(1)(1) of the Act. In addition to this, the Hungarian Competition Authority requires economic players to familiarise themselves with the GVH's Anti-Corruption

Sub-Strategy and to accept its provisions during the tender procedure and the conclusion of the contract. Therefore, you are requested to complete the transparency declaration attached to this email.

The Anti-Corruption Sub-Strategy of the Hungarian Competition Authority is only available in Hungarian at:

[https://gvh.hu/gvh/strategia/a\\_gazdasagi\\_versenyhivatal\\_strategiaja](https://gvh.hu/gvh/strategia/a_gazdasagi_versenyhivatal_strategiaja)

The GVH may, at its discretion, ask any bidder for clarification about its qualifications and experience and request an additional translation and/or interpretation test.

Please note that this call for proposals does not result in an obligation to conclude a contract pursuant to Section 6:74. (1) of the Act V of 2013 on the Civil Code. Please also be informed that the contracting authority reserves the right to withdraw the call for proposals or to declare the procedure unsuccessful.

If you have any questions regarding the call, please feel free to reach out to our colleague:

Name: Miranda Molnár

Phone number: +36 1 472 8958

E-mail: [molnar.miranda@gvh.hu](mailto:molnar.miranda@gvh.hu)

Budapest, 13 January 2022

Hungarian Competition Authority

Annex:

- Statement on Transparency and on the adoption of the provisions of the Anti-Corruption Sub-Strategy of the Hungarian Competition Authority

## Statement

on Transparency and on the adoption of the provisions of the Anti-Corruption Sub-Strategy of the Hungarian Competition Authority

I, the undersigned [Name] ([mother 's name, place of residence, date of birth]) as the representative of [tenderer' s name] ([registered office, tax number]), on the basis of Section 50(1a) of the Government Decree 368/2011. (XII.31) on the implementation of the Act on Public Finance, declare that the organization I represent complies with the provisions of Section 3(1)1 of Act CXCVI of 2011 on the National Assets and qualifies as a transparent organization pursuant to those provisions.

Additionally, I declare that I have read and understand the Anti-Corruption Sub-Strategy of the Hungarian Competition Authority (GVH) and that I acknowledge that its provisions are binding on myself and the operation of the organisation I represent.

I acknowledge that in the event of a change in the contents of this declaration, I am obliged to inform the contracting authority immediately during the tender procedure or – if it results in an order or a contract – as long as the contracting authority has a payment obligation to the organization that I represent based on a pecuniary arrangement.

I acknowledge that in the event of a breach of or non-compliance with anti-corruption legislation, or if my declaration is untrue, as a result of the tendering procedure no contract may be awarded to the organisation that I represent, or the contracting authority shall terminate the contract that has already been concluded, or – if it has not yet been fulfilled, withdraw from it. In such a case, the organization that I represent cannot demand compensation for the damage resulting from the termination or withdrawal.

Date:

[Signature]  
[Name of the Tenderer]