

Call for proposals

The Hungarian Competition Authority (1054 Budapest, Alkotmány u. 5, hereafter: “GVH” or “the contracting authority”) calls for proposals for the provision of interpretation and translation services for a competition law seminar set to take place between 18-19 May 2021 organized by the OECD-GVH Regional Centre for Competition (“RCC”) in Budapest (Hungary).

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

1. Interpretation service:

The RCC plans to organise a competition law seminar between 18 and 19 May 2021, for which interpretation services from English to Russian and from Russian to English will be required. The interpretation will be simultaneous; therefore, two interpreters will be required for the event. The interpretation fee should be specified in a daily fee per interpreter. All prices should be gross, either in HUF or EUR. Prices given in EUR will be converted to HUF using the official euro exchange rates of the Hungarian National Bank on the day of the submission of the proposal.

The GVH will conclude a contract with the tenderer who submitted the overall most advantageous tender in the procurement procedure.

The most advantageous tender overall may receive the maximum score available: 100 points. The most favourable bidding price will receive 60% of all available scores, while the most years of verifiable professional experience provided at events related to competition law, a competitive economy or competition policy will receive 40% of the available scores. The lower and upper limits of the sub-criteria are: 1-100 points. The best bid for each sub-criterion will receive the maximum possible 100 points. The scores of all additional bidders will be calculated in proportion to the best bid. In the event that two or more bidders achieve the same score overall; the ROK staff member may propose a winning bidder based on the number and quality of the reference jobs.

The tenderer must submit the following documents to the contracting authority (“offer”):

- A price offer for the service.
- A brief English- and Russian-language introduction which includes the tenderer's references and experience in relation to interpretation services provided at events related to competition law, competition economics or competition policy.

Offers for Interpretation services should be sent to banhegyi.milan@gvh.hu by **10 am on 26 April 2021**.

2. Translation service:

The RCC calls for proposals for translating the seminar which will take place between 18 and 19 May 2021. The seminar materials must be translated within short deadlines (ca. one week). The documents will either be in Word or PowerPoint format. The materials usually contain images or charts with text to translate, it is of utmost importance that the translators have a thorough understanding of textboxes and similar PowerPoint and Word functions. The length of the documents to be translated varies between 1000 and 10000 words per event. The translation fee should be specified separately for a unit of 100 words in a PowerPoint document and a unit of 100 words in a Word document. All prices should be gross, either in HUF or EUR. Prices given in EUR will be converted to HUF using the official euro exchange rates of the Hungarian National Bank on the day of the submission of the proposal.

The most advantageous tender overall may receive the maximum score available: 100 points. The most favourable bidding price for PowerPoint documents will receive 30% of all available scores, the other 30% of available scores will be received by the most favourable bidding price for Word documents while the most years of verifiable professional experience provided at events related to competition law, a competitive economy or competition policy will receive the remaining 40% of the available scores. The lower and upper limits of the sub-criteria are: 1-100 points. The best bid for each sub-criterion will receive the maximum possible 100 points. The scores of all additional bidders will be calculated in proportion to the best bid. In the event that two or more bidders achieve the same score overall; the ROK staff member may propose a winning bidder based on the number and quality of the reference jobs.

The tenderer must submit the following documents to the contracting authority (“offer”):

- A price offer for the service.
- A brief English- and Russian-language introduction which contains the tenderer's references and experience in translating materials of competition policy, competition law and competitive economics.

Offers for translation services should be sent to banhegyi.milan@gvh.hu by **10 am on 26 April 2021**.

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. Therefore, you are requested to complete the transparency declaration attached to this email.

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 procedure, please feel free to reach out to our colleague:

Name: Milán Bánhegyi

Phone number: +3614728925

E-mail: Banhegyi.milan@gvh.hu

Statement of Transparency

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.

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 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]