

EU Tabassum (Smile): Media skills to promote gender equality and empower young women in Uzbekistan (2024 - 2026)

Translation services

Terms of Reference

DW Akademie is looking for translation services in Uzbekistan, for September to November 2024

1. Project description:

DW Akademie is Deutsche Welle's center for international media development, journalism training and knowledge transfer. DW Akademie strengthens the human right to freedom of expression. We empower people worldwide to make independent decisions based on reliable facts and constructive dialogue. We stand for free media, free opinions and free people worldwide. DW Akademie is a strategic partner of the German Federal Ministry for Economic Cooperation and Development (BMZ). We also receive funding from the Federal Foreign Office and the European Union (EU) and are active in more than 70 developing countries and emerging economies.

DW Akademie, in partnership with its Tashkent-based partner Modern Journalism Development Center (MJDC), is implementing the project Tabassum, funded by the European Union. The project aims to strengthen media & digital literacy, as well as the communicative capacities of Uzbek women's and youth civil society organisations (CSOs) to promote gender equality, empowerment of women, and youth inclusion. The target groups, youth and women's CSOs, will increase their expertise and enhance their practical skills on gender constructive reporting, gender disinformation and media campaigning.

2. Overall Objective

DW Akademie is currently looking for translation and interpretation services provider(s) for a framework contract for the time period September to November 2024 to assist in implementation of project activities within the EU Tabassum project and referring to the abovementioned topics and areas. The activities include, in particular, a half-day online pitching event, a 4-day capacity-building camp, written translation of training materials and presentations and other. The location: online or offline in Tashkent or Tashkent region.

3. Expected Services

LOT 1 Written translation

a) Service rates for written translation per page 1860 characters with spaces (from English into Uzbek / Russian and from Uzbek / Russian into English as well as from Uzbek into Russian and from Russian into Uzbek) in EUR (mandatory) and UZS if relevant.

LOT 2 Consecutive interpretation

a) Service rates (minimum order of two hours) for consecutive interpretation (from English into Uzbek / Russian and from Uzbek / Russian into English as well as from Uzbek into Russian and from Russian into Uzbek) - both offline and online in EUR (mandatory) and UZS if relevant.

LOT 3 Simultaneous interpretation

a) Service rates (minimum order of two hours) for simultaneous interpretation (from English into Uzbek / Russian and from Uzbek / Russian into English as well as from Uzbek into Russian and from Russian into Uzbek) - both offline and online in EUR (mandatory) and UZS if relevant.

c) Rates for lease of professional equipment for simultaneous interpretation (incl. technical assistance, headsets, interpreter booth) for online and offline per day in EUR (mandatory) and UZS if relevant - for an event up to 20 participants, 50 participants, 100 participants.

4. Documentation

To be supplied in free-text format:

a) Signed and dated Letter of interest stating the following:

- Full official name of your company/individual entrepreneur in English
- Full name and position of the company director in English
- Contact data: address, phone number, e-mail
- Lot(s) number and service rate(s)
- Work experience, including the CV/s of translators / interpreters planned

b) The legal entity/individual entrepreneur certificate.

5. Payment

In return for the fulfilment by the Provider of its obligations under the contract, Deutsche Welle / DW Akademie undertakes to pay the Provider the amount in EUR as follows:

- 100% post-payment
- Availability of the EUR account is mandatory
- Deutsche Welle will pay within 30 calendar days after the completion of all the deliverables upon presentation of final detailed invoice.

Note that the contract will be signed directly with the DW Akademie headquarter in Bonn, Germany.

Should you be interested in participating in the selection, please send your offer in one PDF of maximum size 3 MB to **dw-akademie.uzbekistan@dw.com**. **The deadline is July 14th 24:00 Tashkent time**. Please indicate which lot(s) you apply for. It is possible to apply to separate lots as well as to all three lots. If you have questions, please contact us via dw-akademie.uzbekistan@dw.com with the subject line "Translation Services".