



Specification for a contract for the provision of translation services at the expense of MERCATOR OCEAN on the CMEMS website

Contract n°179-MC-TRANSLATION-SERV-CMEMS

Deadline for the receipt of bids:

11th of December 2020 at 16:00 (Paris time)

1 INTRODUCTION

1.1 OBJECT

This document describes the technical, management, contractual and financial requirements for the provision of translation services on the Copernicus Marine Service (CMEMS) website.

1.2 CONTRACT FORM

This contract is a simple contract entered into according to the adapted procedure set out in articles L. 2123-1, R. 2123-1, R. 2123-4 et R. 2123-5 of the Public Order Code.

MERCATOR OCEAN reserves the right not to respond, in part or in full, to the consultation. This contract is not allotted, it is a single contract because the object does not allow the identification of distinct services.

This is a simple contract.

The CCAG-PI is applicable to this consultation.

1.3 MERCATOR OCEAN COMPANY

MERCATOR OCEAN is a non-trading company whose main activity is the operational oceanography service. Since November 2014, MERCATOR OCEAN has been the delegatee of the European Commission to ensure the Copernicus Marine Service (marine.copernicus.eu), the Copernicus Marine Environment Monitoring Service or CMEMS.

1.4 MAIN OBJECTIVE OF CONTRACT AND TARGET AUDIENCE

The long-term goal is to translate the CMEMS website (only its static content) into the 22 official languages of the European Union.

This contract covers the 1st phase of this goal with a limited budget. Therefore we have selected key languages to start with in phase one. Thus the website (only its static content)

should be translated from English into at least the following languages: French, Spanish, Italian, German, and Portuguese. If the budget allows it, the candidate can also propose additional languages.

2 DETAILS OF THE TASK REQUIRED:

2.1 LANGUAGES

Translation of static content from English to – as a long-term goal:

1. French
2. Croatian
3. Danish
4. Estonian
5. German
6. Hungarian
7. Italian
8. Lithuanian
9. Portuguese (Portugal)
10. Slovak
11. Swedish
12. Spanish
13. Bulgarian
14. Czech
15. Dutch
16. Finish
17. Greek
18. Latvian
19. Polish
20. Romanian
21. Slovenian
22. Maltese

This contract should at least include translation from English to French, Spanish, Italian, German, and Portuguese of the marine.copernicus.eu static web page content.

2.2 DELIVERABLES

The deliverables are as follows:

Deliverable	Content	Deadlines
1	Translation of CMEMS webportal static content from English to French, Spanish and Italian (Rough estimate of words: 33800)	T0+3 months
2	Translation of CMEMS webportal static content from English to German, and Portuguese and other	T0+6 months

	languages from above list if possible (Rough estimate of words: 33800)	
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2.3 IMPLEMENTATION REQUIREMENTS

Website: <https://marine.copernicus.eu/>

- We are required to translate all “static” content into all the official EU languages listed above (all except Irish)
 - “Static Content” is defined as things that are not updated regularly. So this does NOT include (the following are excluded from the count): Events, News, Use Cases, Newsflash, Product Improvement, Online Tutorials, Collaborative Forum, Full offer roadmap, product pdf, technical FAQ, the documents posted under documentation
- As we are still developing and changing content, we would want this to be fairly open and to have some margin to add pages to be translated in the future.
- Rough estimate of words: 33800
- Translation shall be implemented and delivered directly into the <https://marine.copernicus.eu/> web portal editorial management system. MERCATOR OCEAN will provide the contractor with relevant access to the web portal editorial management system (Drupal Content Management System).

3 CONDITIONS OF ACHIEVEMENT

3.1 CONTROL AND CONTACTS

The responsible person at MERCATOR OCEAN is Laurence Crosnier.

The candidates will designate a contact person to monitor the planned work.

3.2 PLACE OF PERFORMANCE OF THE CONTRACT

The work will be carried out on the premises of the selected company. However, coordination meetings with the teams of MOI are to be planned in the form of physical meetings or teleconferences.

3.3 DURATION

The maximum duration for the contract is 6 months.

The contract will begin no later than December 31st, 2020

The contract will take effect as from its notification.

The end of the performance of the contract must not exceed June 30, 2021.

3.4 ANSWER

In the form of a quote including:

- Administrative proposal :
 - Description of the company (place, financial information, ...)

- Declaration on honor attesting not to be in a case of prohibition to tender to the public contracts (articles L. 2141-1 to L. 2141-10 of the Code of the public order)
- Financial proposal : The proposal will describe:
 - a fixed price for the worked described in point 2.
 - The price of the services will be a lump sum payment.
 - The maximum budget for this contract **will not exceed 33 000€**.
- Technical proposal :

The technical proposal will detail the work to be performed in the framework of the contract and the person or team that will perform this work. It is recommended to:

 - Detail the work to be performed
 - Propose the CV(s) of key people for the contract

3.5 CONTRACT FORM

MERCATOR OCEAN will sign a contract listing all the requirements and obligations linked to the goals and execution of the contract.

4 PENALTY

In the event of a delay in the execution of the deadlines for the services indicated in points 2.2. and 3.3, the holder may be subject to a penalty equal to € 100 excluding tax per delay observed.

5 CRITERIA OF EVALUATION

The relevance of your proposal is evaluated through the tasks you commit to achieve but also through criteria

- The price of your proposal (40 %).
- Technical criteria (60%):
 - The description of the technical work proposed 40%
 - Adequacy of organization and proposed key profiles 10%
 - The referenced provided by your organization 10%

6 NEGOCIATION

MERCATOR OCEAN will be able to negotiate technically and financially with the 3 best ranked candidates. However, MERCATOR OCEAN reserves the right to award the contract on the basis of the initial offers without negotiation.

7 SUBMISSION PROCEDURE

Conditions for the submission of application files:



Proposals must be sent to the following email address: lcrosnier@mercator-ocean.fr

Proposals must be submitted before: 11th of December 2020 at 16:00 (Paris time)

Proposals received after will not be studied.
