**Annex 1**

**Table 1 — Price offer**

Please complete the table below with proposed UAH for Ukrainian services provides:

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Item** | **Service** | **Unit\*** | **Regular Service** | **Rush Service** |
| **Unit Cost** | **Unit Cost** |
| 1. | Consecutive Oral Interpretation | 1 hour |  |  |  |  |
| 2. | Simultaneous Oral Interpretation (two interpreters, two languages (En↔UA) | 1 hour |  |  |  |  |
| 3. | Equipment rental for simultaneous oral interpretation(up to 25 people) | 1 hour |  |  |  |  |
| 4. | Equipment rental for simultaneous oral interpretation(25- 50 people) | 1 hour |  |  |  |  |
| 5. | Equipment rental for simultaneous oral interpretation(more than 50 people) | 1 hour |  |  |  |  |
|  |  |  |  |  |  |  |

**Table 2 —** **Availability and Capacity for Interpretation**

Please provide your comments in Table 2 below, please indicate services you are applying for:

|  |  |  |
| --- | --- | --- |
|  | **Service** | **Comment** |
| **1.** | Availability to provide services to USAID Rada Program with a short notification. Please indicate the shortest possible period of notification provided by USAID Rada Program to perform the work in Kyiv for consecutive, simultaneous interpretation, and/or renting equipment as applicable  |  |
| **2.** | Indicate availability to work during weekends, travel outside of Kyiv throughout Ukraine and abroad if needed and the shortest period of notification for work outside Kyiv and/or abroad for consecutive and/or simultaneous interpretation services.  |  |
| **3.**  | Availability for on-line translation trough zoom and other on-line resources.  |  |
| **4.** | Minimum length of assignment in hours that should be requested for the simultaneous translation.  |  |
| **5.** | Minimum length of assignment in hours that should be requested for the Consecutive translation.  |  |
| **6.** | Indicate the number and include CVs of those interpreters offered to provide services (at least 3 CVs for consecutive interpreters and at least 4 CVs for simultaneous interpreters).  |  |
| **7.** | Indicate daily consecutive interpretation capacity (number of consecutive interpreters who could work at multiple locations during the same day).  |  |
| **8.** | Indicate daily simultaneous interpretation capacity (number of teams/interpreters who could work at multiple locations during the same day).  |  |
| **9.** | Indicate technical specifications of proposed simultaneous interpretation equipment, number of simultaneous interpretation headsets and related equipment available during a single day. Indicate availability of equipment to be used at multiple locations during the same day and availability to work during weekends.  |  |