

Valletta, 16 April 2020

The Regional Marine Pollution Emergency Response Centre for the Mediterranean Sea (REMPEC) is a Regional Activity Centre established within the framework of the Mediterranean Action Plan of the United Nations Environment Programme (UNEP), with a view to coordinating the activities of the Mediterranean coastal States related to the implementation of the Prevention and Emergency Protocol to the Barcelona Convention for the Protection of the Marine Environment and the Coastal Region of the Mediterranean Sea. The Centre is administered by the International Maritime Organization (IMO) and hosted in Malta by the Maltese Government in terms of a host country agreement signed between the Government of Malta and IMO in 1990.

REMPEC would like to procure the services for interpretation equipment for two (2) years from 1 July 2020 to 30 June 2022. At present, the following is a tentative schedule of activities requiring interpretation equipment, from 1 July onward, but there remains the possibility of more or changes in dates or venues. The organization of these events and their dates are subject to changes related to the current COVID-19 situation:

2020

- Fourth Meeting of the Mediterranean Network of Law Enforcement Officials relating to MARPOL within the framework of the Barcelona Convention (MENELAS), 15-16 September (Venue to be confirmed: REMPEC Office, Malta or Croatia)
- Regional Meeting of National Experts on the Post-2021 Mediterranean Strategy for Prevention of and Response to Marine Pollution from Ships, 6-7 October, Urban Valley Resort & Spa, Malta

2021

- Fourteenth Meeting of the Focal Points of the Regional Marine Pollution Emergency Response Centre for the Mediterranean Sea (REMPEC), 25-27 May, at the Urban Valley Resort & Spa, Malta
- Third Meeting of the Barcelona Convention Offshore Oil and Gas Group (OFOG), 8-9 June, at REMPEC Office, Malta

Apart from the installation and removal of equipment, services are usually required for 6 hours working hours on a daily basis, excluding coffee breaks and lunch (i.e. Meeting starting at 9.00 ending at 17.30 with 30min coffee break in the morning and 30min in the afternoon and a lunch of approximately 1h30). REMPEC will cover the cost of lunches for the technician during the meeting days.

The following requirements should be included into the quotation:

- 1 interpretation booth for two persons,
- 2 TV screens for interpreters,
- 1 TV screen for chair table
- 2 roving microphones,
- 22 tabletop microphones,
- 45 headsets,
- 2 speakers,
- Mixer for technician,
- Technician (hourly/ daily cost) for the entire duration of the event,
- Cost of delivery, assembly and dismantling including technician time and other logistical cost if any (The meeting room at REMPEC office is on the 1st floor without lift)
- 12 extensions for participants to plug in laptops and other electronic such us recording devices.

All prices are to indicate if VAT is excluded or included.

The offer should be sent to procurement@rempec.org, by not later than **10 May 2020, midnight** (Malta time). Late or incomplete submissions will not be considered.

Questions regarding this call for quotation should be addressed to procurement.questions@rempec.org **by not later than 30 April 2020, 5pm** (Malta time). REMPEC will reply to any request for additional information in strict compliance with the equal treatment principle. Provided that they have reached REMPEC before the abovementioned deadline, requests will be answered by email and be published on <http://www.rempec.org/en/about-us/work-with-us>. Interested applicants are invited to consult the website frequently. The name of the requesting party will not appear on the website.

REMPEC will then proceed to select a Company which in its opinion, has the employee skills and the company experience to be able to deliver the most appropriate services against its requirements and subsequently continue rendering a durable high level service to REMPEC, during the tenure of the contracted period.

The REMPEC Procurement Selection Committee will open the bids and proceed with the selection of the most appropriate offer during the second week of May 2020 and will communicate the results in due time.

The Centre will award a two (2) year contract for Interpretation Services to the selected company, with effect from 1 July 2020, with possibility of renewal subject to the agreement of both Parties in writing.

Best regards,

Procurement team

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