



COURT OF JUSTICE OF THE EUROPEAN UNION

DIRECTORATE-GENERAL FOR MULTILINGUALISM
English Language Translation Unit

PROCUREMENT PROCEDURE

**'Conclusion of framework contracts for the translation of legal texts from
certain official languages of the European Union into English'**

PROFESSIONAL CAPACITY

ANNEX 1 OF THE TENDER SPECIFICATIONS



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1. Context and purpose of the contract

The English language unit of the Legal Translation Service of the DGM has decided to launch this call for tenders (requests to participate), in order to conclude a maximum number of framework contracts (see point 3), for the translation of legal texts from certain official languages of the European Union into English.

2. Subject matter of the contract

The subject matter of this contract is the conclusion of framework contracts for the following services:

Translation of legal texts from certain official languages of the European Union into English.

The contractor must, within the stated deadlines, undertake the work of translating legal texts from certain, specified, official languages of the European Union into English.

Examples of the type of texts to be translated can be consulted on the Court's website:
https://curia.europa.eu/jcms/jcms/P_106308/en/

3. Subdivision into lots

The contract is divided into the following 11 lots:

Lot	The maximum number of framework contracts to be concluded
Lot 1 : FR / EN	50
Lot 2 : DE / EN	50
Lot 3 : ES / EN	50
Lot 4 : IT / EN	50

Lot 5 : PL / EN	50
Lot 6 : LT / EN	10
Lot 7 : SV / EN	10
Lot 8 : DA / EN	10
Lot 9 : NL / EN	10
Lot 10 : CS / EN	10
Lot 11 : BG / EN	10

4. Professional capacity

In particular, each candidate who is a 'natural person' and each natural person engaged in the provision of the services in question must meet **the minimum levels of professional capacity**.

The list and brief description of the selection criteria is as follows:

- have successfully completed a university course in law (that is, hold a degree in law or its equivalent awarded in Ireland, in Malta, or, with respect to courses in the United Kingdom only, to have completed that course prior to 31 December 2020), or,
- have qualified as a barrister, advocate or solicitor in Ireland, in Malta, or, with respect to qualifications obtained in the United Kingdom only, to have obtained that qualification prior to 31 December 2020; or
- have both a university degree in any discipline from an English-language university (or its equivalent) and at least 2 years' experience as a translator of legal texts into English;
- perfect command of English;
- perfect command of English legal terminology; and
- have a thorough knowledge of the source language (per lot).

5. Evidence of professional capacity that must be provided by the candidate

In order to prove their technical and professional capacity, candidates who are natural persons and each natural person engaged in the provision of the services **concerned must submit the necessary information and documentation (copies of diplomas/certificates) to prove the following:**

- legal education and training (level, qualification(s), legal system in question);
- university education (qualification(s));
- number of years' experience as a translator of legal texts into English (such experience may be demonstrated, for example, by means of a sworn declaration,

copies of publications, copies of contracts, references, a list of the main services provided, including the length, employers/ clients, nature and volume of the tasks, or financial statements);

- knowledge of the source language (method of acquisition, qualification(s), professional experience).