

SIMPLE SERVICE CONTRACT (SSC/MC/2023/MD230009)



The Contractor (Name and Contact Information)	Contract Start Date	Contract End Date
Company Name: Info Translation LLC Rep/Administrator: Nicolae Straton Registration ID: 1019600023161 WhatsApp/Mobile: +373 69 785 277 Email: servicii@infotrad.md BANK INFO: BC „MOLDOVA-AGROINDBANK” SA IBAN code: MD76AG000000022513679911 CODE: AGRNMD2X441	15.3.2023	15.12.2023

Description of Services:

Written translation services for the following languages: Romanian, English, Russian and as applicable or needed, Spanish, French or Italian. This is an on-call contract and services will be requested / negotiated as needed. The translator(s) are required to work with the multiple platforms issued for the translations, including but not limited to; word, excel, pdf, powerpoint etc. When unable to edit the document issued for translation, a transcribed word version will suffice.

The services provided also include Notary services, Apostille services, and delivery of document services within Chisinau municipality, as requested.



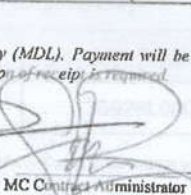

The Appendix A, entitled "Other Contract Provisions Required by Law or MC's Donor" is an integral part of this contract.

Price:

Item	Rate	Unit	Maximum Quantity	Maximum Amount	Plus Taxes	Currency
Document Translation	160	1800 character page	135	21,600	N/A	MDL
Apostille Service 3 days	350	Service	4	1400	N/A	MDL
Apostille Service 5 days	250	Service	4	1000	N/A	MDL
Notary Services Authenticating signature	50	Service	11	550	N/A	MDL
Notary Services Authenticated Page	30	Service	15	450	N/A	MDL
Delivery of Documents	100	Service	10	1000	N/A	MDL

Payment Details:

Payment will be made via bank transfer and paid in local currency (MDL). Payment will be made every two weeks upon successful completion of works and associated issued invoice. Signed confirmation of receipt is required.

Contractor's Signature MC Approval Authority MC Contract Administrator Finance Review

Andrii Kropotin
Digitally signed by Andrii Kropotin, DN: cn=Andrii Kropotin, o=mercycorps, ou=mercycorps, email=andrii.kropotin@mercy.org, c=MDA
 Date: 2023.03.15 14:08:26 +0200

General Conditions:

- The Contractor is not a Mercy Corps employee and will not as such be entitled to any benefits or compensations outside of the rates specified above. The Contractor is not entitled to leave days or vacation time. The Contractor agrees not to disclose any Confidential Information to third parties without the prior, written consent of the disclosing party except as expressly permitted in this Contract.

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**FRAMEWORK AGREEMENT
Translation Services**

INT/MOLD/2023/10_002

INTERSOS – Humanitarian Aid Organization

With Headquarter in Rome, Italy, Via Aniene 26/A

Mission in Moldova – Chisinau Office

Address: Strada Alexandru Donici 35

Telephone No.: 022 022 204

E-mail: moldova@intersos.org

Represented by: Marco Buono - Head of Mission - Moldova

Hereinafter referred to as the First Party (The Contracting Authority)

('the Contracting Authority'),

of the one part,

and

Company: InfoTranslation LLC

Represented by: Nicolae Straton

Nationality: Moldovan

Full address: R.Moldova, mun.Chisinău, 27SfatulTarii street, of.9,

Telephone No.: +37369785277

E-mail: servicii@infotrad

('the Contractor')

of the other part,

Both sides agree upon the conditions of this contract as defined in the following points:

Terms of Agreement**1. Description**

1.1 is the on-demand services by means of Purchase Orders of translation services to INTERSOS. The total amount of the orders cannot exceed 90,000.00 MDL, the equivalent of 5,000 USD.

1.2 The place acceptance of the services shall be INTERSOS – Moldova, the time limits for delivery shall be within 10 days from the reception of the Purchase Order to INTERSOS Site of Delivery.

1.3 The Contractor shall comply strictly with the terms of the Special Conditions.

This framework agreement shall include the following contractual documents:

- INTERSOS Contract Agreement
- INTERSOS General Conditions
- INTERSOS Special Conditions

**ACORD CADRU
Servicii de traducere**

INT/MOLD/2023/10_002

INTERSOS – Organizație de Ajutor Umanitar

Cu sediul central în Roma, Italia, str. Aniene 26/A

Misiunea în Moldova – Oficiul din Chișinău

Adresa: Strada Alexandru Donici 35

Telefon: 022 022 204

E-mail: moldova@intersos.org

Reprezentată de: Marco Buono - Șef Misiune - Moldova

Denumită în continuare Prima Parte (Autoritatea Contractantă)

('Autoritatea Contractantă'),

de o parte,

și

Firma: InfoTranslation LLC

Reprezentată de: Nicolae Straton

Nationalitate: Moldovan

Adresa completă: R.Moldova, mun.Chisinău, 27SfatulTarii street, of.9,

Nr. de telefon: +37369785277

E-mail: servicii@infotrad

('Antreprenor')

pe de altă parte,

Ambele părți convin asupra condițiilor prezentului Acord, astfel cum sunt definite în următoarele puncte:

Termenii Acordului**1. Descriere**

1.1 Furnizarea la cerere, prin Comenzi de Achiziție de Servicii de traducere de către INTERSOS. Suma totală a comenzilor nu poate depăși 90,000.00 MDL, echivalentul a 5.000 USD.

1.2 Locul de recepționare a bunurilor este INTERSOS – Moldova, termenii de livrare fiind de 10 zile de la primirea Comenzii de Achiziție, locul de Livrare fiind locația INTERSOS.

1.3 Antreprenorul va respecta cu strictețe termenii Condițiilor Speciale.

Acest Acord-cadru include următoarele documente contractuale:

- Contractul INTERSOS
- Condițiile generale INTERSOS
- Condițiile speciale INTERSOS

SERVICE PROVIDER AGREEMENT

1. INTRODUCTION

This Agreement becomes or became effective on the 23/10/2023 and is made between **Stantec sa/nv ("Stantec")**, a company registered in Belgium, whose registered office is at "Nysdam" Office Park, Avenue Reine Astrid, 92,B-1310 La Hulpe, Belgium and **„InfoTranslation”LLC.** ("the Service Provider"), a company registered in the Republic of Moldova, whose registered office is at Republic of Moldova ,MD-2012,mun.Chişinău, str. Statul Țării 27, of. 9.

2. DEFINITIONS

When used in this Agreement, the terms used below shall have the meanings shown:

"Client" means **"European Union Delegation to Moldova"**;

"IPR" means all intellectual and industrial property rights including patents, know how, registered design, utility model applications and rights to apply for any of the foregoing, unregistered design rights, unregistered trademarks, rights to prove passing off for unfair competition and copyright database rights, topography rights, domain names and any other rights in any invention discovery or process in each case in Belgium and all other countries in the world and together with all renewals and extensions;

"Main Agreement" means the agreement between Stantec and the Client entitled **"LEGISLATIVE PRE-ASSESSMENT OF THE EU – MOLDOVA ASSOCIATION AGREEMENT PROVISIONS ON TECHNICAL BARRIERS TO TRADE"** and having service contract number **"300071822 — SIEA-2018-19547"**, under which Stantec is acting as a consultant to the Client and in connection with which the Services are required;

"Party" means either the Service Provider or Stantec as the case may be and "Parties" means the Service Provider and Stantec;

"Project Site" means any site or sites in connection with which the Services are being provided;

"Services" means the services to be performed or provided by the Service Provider on behalf of Stantec under this Agreement as described in Annex 1, and which include, in brief, translations.

"Services Timetable" means any dates and times referred to in Annex 1 outlining the timing for the performance of the Services; and

"Agreement" means this Agreement, including its Annexes describing amongst other things the Services and the payment that Stantec will make for the Services and any schedule relating to this Agreement.

3. PROVISION OF THE SERVICES

3.1 The Service Provider shall perform the Services as described in Annex 1 and shall strictly comply with the terms and conditions of this Agreement. Annex 1 contains the Service Provider's offer for the Services as mutually agreed by the Parties.

3.2 As compensation for the performance of the Services, Stantec will pay the Service Provider in the amount and manner set out in Annex 1. Stantec shall not have any liability for any other expenses or costs incurred by the Service Provider other than as expressly set out in Annex 1.