Request for Empanelment – Translators

CELL FOR IPR PROMOTION AND MANAGEMENT

The Cell for IPR Promotion and Management (CIPAM) under the aegis of the Department of Industrial Policy & Promotion, Ministry of Commerce and Industry is empanelling translators for translating the work done in English to languages specified in schedule VIII of Constitution of India and vice-versa.

Interested individuals/ companies are required to submit their complete profile, experience, sample of work(s), and language for which translation services will be provided by 15th April, 2017 to Mr. Sumit Kapoor (CIPAM) at kapoor.sumit@gov.in

Terms and Conditions of Empanelment are as follows:

i) Payment for the job will be done at rate of Rs. 450/- (Four Hundred Fifty Rupees) per page for minimum 600 words per page. Translations shall be done on urgent basis and in no case beyond 15 days from request of job.

ii) Translated work shall be submitted in typed form on A-4 sheet which shall be in Kruti Dev/ Mangal font. Soft copy of translated work shall be provided to CIPAM through E-mail.

iii) CIPAM reserves the right to verify the quality of work.

iv) Payment shall be made only after successful completion of the job offered by CIPAM. Empanelment per se does not make empaneled agency eligible for payment.

v) In case, work is found to be of inferior quality, the empanelment may be rescinded, besides deduction in payments.

vi) Empanelment shall be valid for the period of 3 years from date of empanelment.

vii) Department of Industrial Policy and Promotion shall have the exclusive right to de-panel the individuals/companies before expiry of their term.