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ΕΥΡΩΠΑΪΚΟΣ ΣΥΛΛΟΓΟΣ ΝΟΣΟΚΟΜΕΙΑΚΩΝ ΙΔΤΡΩΝ ΔΙΕΥΘΥΝΤΩΝ
ASSOCIAZIONE EUROPEA DEI MEDICI OSPEDALIERI
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ASSOCIAÇÃO EUROPEIA DOS MÉDICOS HOSPITALARES
ASOCIACIÓN EUROPEA DE MÉDICOS DE HOSPITALES
EUROPEISKA ÖVERLÄKARFÖRENINGEN
EVROPSKO ZDRŽENJE BOLNIŠNIČNIH ZDRAVINIKOV
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EUROPSKA UDRUGA BOLNIČKIH LIJEČNIKA
ЕВРОПЕЙСКА АСОЦИАЦИЯ НА СТАРШИТЕ БОЛНИЧНИ ЛЕКАРИ**

Document :	AEMH 08-029
Title:	Interpretation costs
Author :	Brigitte Jencik
Purpose :	Information
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The following shows the costs for interpretation in Zagreb with 4 experienced, non-local interpreters. These costs would not differ much if we keep interpretation as now from English, French, Spanish, Italian and German into English and French. An alternative could be to keep the passive languages and to translate only into English, or English into French and vice versa. Both would save about €3000. On the technical equipment the saving would be minor (one booth instead of two).

Cost for Interpretation and Technical Equipment in Zagreb

4 interpreters x € 520.- x 2 days = **€ 4.160.-**

As not local :

- compensation for lost time traveling : 4 x € 220.- = **€ 880** (to).

- travel expenses from the professional domicile. (approx. **€1.000**)

-full board and lodging at the hotel,: 4 single rooms for 3 nights will be provided by the organizers.(€125 x 4 x 3 = **€1500**)

Technical equipment **€ 2180**

Total Zagreb : €9720

Cost estimation Sofia 2009

Our special rates:	daily rate (up to 8 hours):	€ 530.-/ interpreter
	overtime:	€ 90.-/hour

Option 1: Simultaneous interpretation French and English both ways

We will cover this language combination with 2 interpreters in 1 booth (not included in the offer)

2 interpreters x € 530.- x 2 days = **€ 2.120.-**

Option 2: Simultaneous interpretation into English from German, French, Italian and Spanish (UEMO model)

We will cover this language combination with 2 interpreters in 1 booth (not included in the offer)

2 interpreters x € 530.- x 2 days = **€ 2.120.-**

The above prices do not include 20 % VAT, which may not be applicable.

Expenses: Travel expenses from the professional domicile (we will travel by a PEX flight). Full board and lodging at the hotel which is the conference venue, **2 single rooms for 2-3 nights** (depending on the available flights) will be provided by the organizers.
€ 240.-/interpreter will be charged to compensate for the time lost travelling to Sofia.

Mag. Herwig Bauer
Conference Interpreter
Ferrogasse 55/4, A-1180 Wien
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herwig.bauer@chello.at

To

Vienna, 24.04.2008

AEMH
c/o Ms Jencik

re: Interpretation of a meeting of the AEMH in Zagreb or Dubrovnik in April 2008

Dear Ms Jencik,

Following your request we would like to submit the subsequent offer for the interpretation of the above conference:

Our special rates:

daily rate (up to 8 hours):	€ 520.-/ interpreter
overtime:	€ 90.-/hour

Simultaneous interpretation into French and English from Spanish, Italian, German, French and English.

We will cover these language combinations with 4 interpreters in 2 booths (these are not included in the offer)

4 interpreters x € 520.- x 2 days = € 4.160.-

The above prices do not include 20 % VAT, which may not be applicable.

Expenses: Travel expenses from the professional domicile (we will travel by a PEX flight). Full board and lodging at the hotel which is the conference venue, 4 single rooms for 3 nights will be provided by the organizers.

€ 220.-/interpreter will be charged to compensate for the time lost travelling to Zagreb/Dubrovnik. Since we have to remain flexible with our flight arrangements (we may have to fly in from another conference abroad) and thus cannot book early, we reserve the right to charge you a lump sum based on the price of a regular PEX flight according to the official airline fare confirmation, as we always do for CPME, UEMO and EFMA conferences.

Please **confirm as soon as possible** - this will help us to book the most experienced interpreters.

with kind regards



Herwig Bauer

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Titl.

Croatian Medical Chamber
Attn: Ms. Maja Lacković

Via mail

Sveta Nedelja / Zagreb, 05th February, 2008

Subject: Quotation No 376-3/2008 / corection
 regarding services with equipment for simultaneous interpretation
 for purposes of the AEMH Conference, Westin hotel, Panorama hall
 01-03. May, 2008

Dear Ms. Lacković,
 further to our agreement, below please find quotation for our services:

1.1 / Conference room / Panorama hall (01st May, 2008, from 14:00 – 17:30h)

- sound system
- 3 table top microphones on the chairmen's table
- 2 portable / cordless microphones ("bug" / lapel / for the lecturer and roving one for audience discussion)
- technicians for set up and handling the equipment

Price: 243,00 eur

1.2 / Plenary room / Panorama hall (U shape table)

(02nd May, 2008, from 09:00 - 17:00h)

(03rd May, 2008, from 09:00 – 13:00h)

- equipment for simultaneous interpretation infrared wireless technology, two channels
- 50 receivers and headphones (to be placed on tables prior the beginning of the conference)
- 2 booths for the interpreters (each equipped with two double interpreters pulpits)
- sound system
- 25 table top microphones (one divided among two participants)
- lapel microphone for the lecturer
- digital sound recording on a CD (English chanel will be recorded in Mp3 format)
- technicians for set up and handling the equipment

Price for 2 working days: 1.395,50 eur

1.3 / Projection equipment (price for 3 working days)

- note book IBM Think Pad R40	140,00 eur
- projection screen 1,80 x 1,80 m (front projection)	36,00 eur
- LCD video data projector (resolution 1024 x 768, 2500 ANSI Lumen)	304,00 eur

Note: lecturers are changing PP slides on their own

2 / Interpreters – to be provided by your side

3 / General terms

3.1 / All above mentioned prices are net and subject to VAT (PDV) 22%.

In case the payment is effected from outside Croatia, VAT is not applicable

3.2 / Terms of payment: against the invoice, 15 days upon services rendered

Please confirm in written in case our terms are acceptable, and provide following information

- which items from our quotation are accepted

- full name and address of the company / institution covering the costs

In the meantime do not hesitate to contact us in case you need additional information.

Thank you, best regards,

Neven Borcic