



**Bid Solicitation: ADSP013-00002842**

**Header Information**

<b>Bid Number:</b> ADSP013-00002842	<b>Description:</b> Statewide Foreign Language Interpretation and Translation Services	<b>Bid Opening Date:</b> 04/23/2013 03:00:59 PM
<b>Purchaser:</b> Kianie King	<b>Organization:</b> State of Arizona	
<b>Department:</b> ADSPO - State Procurement Office	<b>Location:</b> STRGC - SPO Strategic	
<b>Fiscal Year:</b> 13	<b>Type Code:</b>	<b>Allow Electronic Quote:</b> Yes
<b>Alternate Id:</b>	<b>Required Date:</b>	<b>Available Date :</b> 03/28/2013 08:00:00 AM
<b>Info Contact:</b> Kianie.Putnam@azdoa.gov	<b>Bid Type:</b> OPEN	<b>Informal Bid Flag:</b> No
<b>Purchase Method:</b> Open Market		

**Pre Bid Conference:** Pre-Bid Conference will be held Tuesday, April 9, 2013 at 10am Arizona time at 100 N. 15th Ave, Suite 201A, Phoenix, AZ 85007.

**Bulletin Desc:** *Language Select*

<b>Ship-to Address:</b> State Procurement Office 100 N 15th Ave. Suite 201 Phoenix, AZ 85007 US Email: spo@azdoa.gov Phone: (602)542-5511	<b>Bill-to Address:</b> GSD Accounting 100 N. 15th Avenue Suite 202 Phoenix, AZ 85007 US Email: dawn.slater@azdoa.gov Phone: (602)364-4871	<b>Print Format:</b> Bid
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**Attachments:** [PDF Fillable Attachments.pdf](#) , [ADSP013-00002842 Foreign Language Interpretation and Translation Services Solicitation~1.pdf](#) , [Attachment VI -Staffing Summary.xls](#) , [Offer and Acceptance Fillable Form.pdf](#) , [Solicitation Amendment 1 - ADSP013-00002842~2.pdf](#) , [Word Fillable Attachments.docx](#) , [Solicitation Amendment 2 - ADSP013-00002842.pdf](#)

**Bid Method:** Request for Proposal (RFP)

<b>Amendments:</b>	<b>Amendment #</b>	<b>Amendment Date</b>	<b>Amendment Note</b>
	1	04/11/2013 05:28:08 PM	Header 1. Bid Opening Date changed from "04/18/2013 03:00:59 PM" to "04/23/2013 03:00:59 PM". Item 2 1. UOM changed from "HR" to "PCNT". Item 3 1. UOM changed from "HR" to "PCNT". Item 8 1. UOM changed from "MNT" to "PCNT". Item 9 1. Item 9 canceled. Item 10 1. UOM changed from "WORD" to "MNT". Item 13 1. Item 13 added. Item 14 1. Item 14 added. Item 15 1. Item 15 added. Item 16 1. Item 16 added. Item 17 1. Item 17 added. Item 18 1. Item 18 added. Item 19 1. Item 19 added. Item 20 1. Item 20 added. Item 21 1. Item 21 added. Item 22 1. Item 22 added. Item 23 1. Item 23 added. Item 24 1. Item 24 added. Item 25 1. Item 25 added. Item 26 1. Item 26 added. Item 27 1. Item 27 added. Item 28 1. Item 28 added. Item 29 1. Item 29 added. Item 30 1. Item 30 added. Attachment Changes: Header 1. File 'Attachment VI -Staffing Summary.xls': File 'Attachment VI -Staffing Summary.xls' added . 2. File 'Solicitation Amendment 1 - ADSP013-00002842~2.pdf': File 'Solicitation Amendment 1 - ADSP013-00002842~2.pdf' added . 3. File 'Offer and Acceptance Fillable Form.pdf': File 'Offer and Acceptance Fillable Form.pdf' added .

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Item Information

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1 2 3 4 5 6 7

**Item # 5:** Contractor Personnel (In-person Interpreter Services). Hourly rates for Contractor Personnel Classifications shall, with the exception of travel expenses, be on an all-inclusive basis, and shall contain the labor rate, labor benefits, payroll burden, insurance, workman's compensation, fee, all taxes, profit, overhead, general and administrative expenses, fees and all other related charges. All assignments shall be charged an initial one (1) hour rate minimum with any additional required service time billed in 15 minute increments.

Qty	Unit Cost	UOM	Total Discount Amt.	Tax Rate	Tax Amount	Total Cost
This item is narrative						

**Item # 1: ( 961 - 46 )** Certified In-Person Interpreter Hourly Rate (Spanish Interpretation) - The hourly rate charged per assigned interpreter for services performed during Monday through Friday between the hours of 7:00 AM  $\hat{\Delta}$  5:00 PM.

NIGP Code: 961-46  
 Interpreter Services (Foreign Language, Hearing Impaired, etc.) (See Item 17 for Interpreter Services - Electronically Assisted)

Qty	Unit Cost	UOM	Total Discount Amt.	Tax Rate	Tax Amount	Total Cost
1.0		HR - Hour				
Manufacturer:				Brand:	Model:	
Make:				Packaging:		
Counties Requiring Service:						

**Item # 13: ( 961 - 46 )** Certified In-Person Interpreter Hourly Rate (Other Listed Languages Interpretation) - The hourly rate charged per assigned interpreter for services performed during Monday through Friday between the hours of 7:00 AM  $\hat{\Delta}$  5:00 PM.

NIGP Code: 961-46  
 Interpreter Services (Foreign Language, Hearing Impaired, etc.) (See Item 17 for Interpreter Services - Electronically Assisted)

Qty	Unit Cost	UOM	Total Discount Amt.	Tax Rate	Tax Amount	Total Cost
1.0		HR - Hour				
Manufacturer:				Brand:	Model:	
Make:				Packaging:		
Counties Requiring Service:						

**Item # 12: ( 961 - 46 )**

Certified Court/Legal In-Person Interpreter Hourly Rate (Spanish Interpretation) - The hourly rate charged per assigned interpreter for services performed during Monday through Friday between the hours of 7:00 AM - 5:00 PM.

NIGP Code: 961-46  
 Interpreter Services (Foreign Language, Hearing Impaired, etc.) (See Item 17 for Interpreter Services - Electronically Assisted)

Qty	Unit Cost	UOM	Total Discount Amt.	Tax Rate	Tax Amount	Total Cost
1.0		HR - Hour				

Manufacturer: Brand: Model:

Make: Packaging:

Counties Requiring Service:

**Item # 14: ( 961 - 46 )** Certified Court/Legal In-Person Interpreter Hourly Rate (Other Listed Languages Interpretation) - The hourly rate charged per assigned interpreter for services performed during Monday through Friday between the hours of 7:00 AM - 5:00 PM.

NIGP Code: 961-46  
 Interpreter Services (Foreign Language, Hearing Impaired, etc.) (See Item 17 for Interpreter Services - Electronically Assisted)

Qty	Unit Cost	UOM	Total Discount Amt.	Tax Rate	Tax Amount	Total Cost
1.0		HR - Hour				

Manufacturer: Brand: Model:

Make: Packaging:

Counties Requiring Service:

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 1 2 3 4 5 6 7

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<b>Purchaser:</b> Kianie King	<b>Organization:</b> State of Arizona	
<b>Department:</b> ADSP0 - State Procurement Office	<b>Location:</b> STRGC - SPO Strategic	
<b>Fiscal Year:</b> 13	<b>Type Code:</b>	<b>Allow Electronic Quote:</b> Yes
<b>Alternate Id:</b>	<b>Required Date:</b>	<b>Available Date :</b> 03/28/2013 08:00:00 AM
<b>Info Contact:</b> Kianie.Putnam@azdoa.gov	<b>Bid Type:</b> OPEN	<b>Informal Bid Flag:</b> No
<b>Purchase Method:</b> Open Market		

**Pre Bid Conference:** Pre-Bid Conference will be held Tuesday, April 9, 2013 at 10am Arizona time at 100 N. 15th Ave, Suite 201A, Phoenix, AZ 85007.

**Bulletin Desc:**

<b>Ship-to Address:</b> State Procurement Office 100 N 15th Ave. Suite 201 Phoenix, AZ 85007 US Email: spo@azdoa.gov Phone: (602)542-5511	<b>Bill-to Address:</b> GSD Accounting 100 N. 15th Avenue Suite 202 Phoenix, AZ 85007 US Email: dawn.slater@azdoa.gov Phone: (602)364-4871	<b>Print Format:</b> Bid
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**Bid Method:** Request for Proposal (RFP)

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Item Information

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1 2 3 4 5 6 7

**Item # 15: ( 961 - 46 )** Qualified (Non-Certified) In-Person Interpreter Hourly Rate (Spanish Interpretation) - The hourly rate charged per assigned interpreter for services performed during Monday through Friday between the hours of 7:00 AM - 5:00 PM.

NIGP Code: 961-46  
 Interpreter Services (Foreign Language, Hearing Impaired, etc.) (See Item 17 for Interpreter Services - Electronically Assisted)

Qty	Unit Cost	UOM	Total Discount Amt.	Tax Rate	Tax Amount	Total Cost
1.0		HR - Hour				

Manufacturer: Brand: Model:  
 Make: Packaging:  
 Counties Requiring Service:

**Item # 16: ( 961 - 46 )** Qualified (Non-Certified) In-Person Interpreter Hourly Rate (Other Listed Languages Interpretation) - The hourly rate charged per assigned interpreter for services performed during Monday through Friday between the hours of 7:00 AM - 5:00 PM.

NIGP Code: 961-46  
 Interpreter Services (Foreign Language, Hearing Impaired, etc.) (See Item 17 for Interpreter Services - Electronically Assisted)

Qty	Unit Cost	UOM	Total Discount Amt.	Tax Rate	Tax Amount	Total Cost
1.0		HR - Hour				

Manufacturer: Brand: Model:  
 Make: Packaging:  
 Counties Requiring Service:

**Item # 2: ( 961 - 46 )** In-Person Interpreter After-hour, Weekend and Holiday Percentage Base Rate Increase - The percentage increase (applied to the rates given for the above In-Person Interpretation services) for services performed after normal business hours, on weekends or State holidays. The base rate increase applies to all line items offered for In-Person Interpretation Services. Please review Special Instructions to Offerors paragraph 4.6.1. (listed in Solicitation Amendment 1) for further instructions and an example.

NIGP Code: 961-46  
 Interpreter Services (Foreign Language, Hearing Impaired, etc.) (See Item 17 for Interpreter Services - Electronically Assisted)

Qty	Unit Cost	UOM	Total Discount Amt.	Tax Rate	Tax Amount	Total Cost
1.0		PCNT - Percent				

Manufacturer:

Brand:

Model:

Make:

Packaging:

Counties Requiring Service:

**Item # 3: ( 961 - 46 )** Short Notice Percentage Base Rate Increase. The percentage increase (applied to the rates given for the above In-Person Interpretation services) for services performed with less than two (2) business days notice. The base rate increase applies to all line items offered for In-Person Interpretation Services.

NIGP Code: 961-46  
 Interpreter Services (Foreign Language, Hearing Impaired, etc.) (See Item 17 for Interpreter Services - Electronically Assisted)

Qty	Unit Cost	UOM	Total Discount Amt.	Tax Rate	Tax Amount	Total Cost
1.0		PCNT - Percent				

Manufacturer:

Brand:

Model:

Make:

Packaging:

Counties Requiring Service:

**Item # 4: ( 961 - 46 )** Certified In-Person Interpreter Trilingual/Relay Interpreter Hourly Rate - The hourly rate, per interpreter, for services where a trilingual interpreter is required.

NIGP Code: 961-46  
 Interpreter Services (Foreign Language, Hearing Impaired, etc.) (See Item 17 for Interpreter Services - Electronically Assisted)

Qty	Unit Cost	UOM	Total Discount Amt.	Tax Rate	Tax Amount	Total Cost
1.0		HR - Hour				

Manufacturer:

Brand:

Model:

Make:

Packaging:

Counties Requiring Service:

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<b>Info Contact:</b> Kianie.Putnam@azdoa.gov	<b>Bid Type:</b> OPEN	<b>Informal Bid Flag:</b> No
<b>Purchase Method:</b> Open Market		

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**Bid Method:** Request for Proposal (RFP)

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Item Information

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1 2 3 4 5 6 7

**Item # 17: ( 961 - 46 )** Remote Video Interpretation Rate  $\hat{\Delta}$  Advance Notice (Spanish Interpretation) (Optional). The per-minute rate charged for services arranged in advance, by appointment with at least 48 hours  $\hat{\Delta}$  notice.

NIGP Code: 961-46  
 Interpreter Services (Foreign Language, Hearing Impaired, etc.) (See Item 17 for Interpreter Services - Electronically Assisted)

Qty	Unit Cost	UOM	Total Discount Amt.	Tax Rate	Tax Amount	Total Cost
1.0		MNT - Minute				

Manufacturer: Brand: Model:  
 Make: Packaging:  
 Counties Requiring Service:

**Item # 18: ( 961 - 46 )** Remote Video Interpretation Rate  $\hat{\Delta}$  Advance Notice (Other Listed Languages) (Optional). The per-minute rate charged for services arranged in advance, by appointment with at least 48 hours  $\hat{\Delta}$  notice.

NIGP Code: 961-46  
 Interpreter Services (Foreign Language, Hearing Impaired, etc.) (See Item 17 for Interpreter Services - Electronically Assisted)

Qty	Unit Cost	UOM	Total Discount Amt.	Tax Rate	Tax Amount	Total Cost
1.0		MNT - Minute				

Manufacturer: Brand: Model:  
 Make: Packaging:  
 Counties Requiring Service:

**Item # 19: ( 961 - 46 )** Remote Video Interpretation Rate  $\hat{\Delta}$  On-Demand (Spanish Interpretation) (Optional). The per-minute rate charged for services requested on-demand, 24 hours a day, seven days per week where interpreters shall be available within 30 minutes of the initial contact.

NIGP Code: 961-46  
 Interpreter Services (Foreign Language, Hearing Impaired, etc.) (See Item 17 for Interpreter Services - Electronically Assisted)

Qty	Unit Cost	UOM	Total Discount Amt.	Tax Rate	Tax Amount	Total Cost
1.0		MNT - Minute				

Manufacturer: Brand: Model:  
 Make: Packaging:

Counties Requiring Service:

**Item # 20: ( 961 - 46 )** Remote Video Interpretation Rate - On-Demand (Other Listed Languages) (Optional). The per-minute rate charged for services requested on-demand, 24 hours a day, seven days per week where interpreters shall be available within 30 minutes of the initial contact.

NIGP Code: 961-46  
 Interpreter Services (Foreign Language, Hearing Impaired, etc.) (See Item 17 for Interpreter Services - Electronically Assisted)

Qty	Unit Cost	UOM	Total Discount Amt.	Tax Rate	Tax Amount	Total Cost
1.0		MNT - Minute				

Manufacturer: Brand: Model:  
 Make: Packaging:

Counties Requiring Service:

**Item # 6:** Contractor Personnel (Over-the-Phone Interpreter Services). Rates shall be charged on a per minute, all-inclusive basis, and shall contain the labor rate, labor benefits, payroll burden, insurance, workman's compensation, fee, all taxes, profit, overhead, general and administrative expenses, fees and all other related charges.

Qty	Unit Cost	UOM	Total Discount Amt.	Tax Rate	Tax Amount	Total Cost
This item is narrative						

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1 2 3 4 5 6 7

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<b>Department:</b>	ADSP0 - State Procurement Office	<b>Location:</b>	STRGC - SPO Strategic		
<b>Fiscal Year:</b>	13	<b>Type Code:</b>		<b>Allow Electronic Quote:</b>	Yes
<b>Alternate Id:</b>		<b>Required Date:</b>		<b>Available Date :</b>	03/28/2013 08:00:00 AM
<b>Info Contact:</b>	Kianie.Putnam@azdoa.gov	<b>Bid Type:</b>	OPEN	<b>Informal Bid Flag:</b>	No
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Item Information

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**Item # 7: ( 961 - 46 )** Over-the-Phone Interpreter Rate (Spanish Interpretation) - The per-minute rate charged per assigned interpreter for services performed during Monday through Friday between the hours of 7:00 AM  $\hat{\Delta}$  5:00 PM.

NIGP Code: 961-46  
 Interpreter Services (Foreign Language, Hearing Impaired, etc.) (See Item 17 for Interpreter Services - Electronically Assisted)

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 Make: Packaging:  
 Counties Requiring Service:

**Item # 21: ( 961 - 46 )** Over-the-Phone Interpreter Rate (Other Listed Languages) - The per-minute rate charged per assigned interpreter for services performed during Monday through Friday between the hours of 7:00 AM  $\hat{\Delta}$  5:00 PM.

NIGP Code: 961-46  
 Interpreter Services (Foreign Language, Hearing Impaired, etc.) (See Item 17 for Interpreter Services - Electronically Assisted)

Qty	Unit Cost	UOM	Total Discount Amt.	Tax Rate	Tax Amount	Total Cost
1.0		MNT - Minute				

Manufacturer: Brand: Model:  
 Make: Packaging:  
 Counties Requiring Service:

**Item # 8: ( 961 - 46 )** Over-the-Phone Interpreter After-hour, Weekend and Holiday Percentage Base Rate Increase - The percentage increase (applied to the rates given for the above Over-the-Phone Interpretation services) for services performed after normal business hours, on weekends or State holidays. The base rate increase applies to all line items offered for Over-the-Phone Interpretation Services.

NIGP Code: 961-46  
 Interpreter Services (Foreign Language, Hearing Impaired, etc.) (See Item 17 for Interpreter Services - Electronically Assisted)

Qty	Unit Cost	UOM	Total Discount Amt.	Tax Rate	Tax Amount	Total Cost
1.0		PCNT - Percent				

Manufacturer: Brand: Model:

Make:

Packaging:

Counties Requiring Service:

**Item # 9:** Contractor Personnel (Translation Services). Rates shall be charged on a per word, all-inclusive basis, and shall contain the labor rate, labor benefits, payroll burden, insurance, workman's compensation, fee, all taxes, profit, overhead, general and administrative expenses, fees and all other related charges.

Qty	Unit Cost	UOM	Total Discount Amt.	Tax Rate	Tax Amount	Total Cost
			This item is narrative			Item Canceled

**Item # 24:** Contractor Personnel (Translation Services). Rates shall be charged on a per word, all-inclusive basis, and shall contain the labor rate, labor benefits, payroll burden, insurance, workman's compensation, fee, all taxes, profit, overhead, general and administrative expenses, fees and all other related charges. Per-Word shall be defined as a word consisting of five (5) characters in the requested target language

Qty	Unit Cost	UOM	Total Discount Amt.	Tax Rate	Tax Amount	Total Cost
			This item is narrative			

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1 2 3 4 5 6 7

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**Bid Solicitation: ADSP013-00002842**

**Header Information**

<b>Bid Number:</b> ADSP013-00002842	<b>Description:</b> Statewide Foreign Language Interpretation and Translation Services	<b>Bid Opening Date:</b> 04/23/2013 03:00:59 PM
<b>Purchaser:</b> Kianie King	<b>Organization:</b> State of Arizona	
<b>Department:</b> ADSP0 - State Procurement Office	<b>Location:</b> STRGC - SPO Strategic	
<b>Fiscal Year:</b> 13	<b>Type Code:</b>	<b>Allow Electronic Quote:</b> Yes
<b>Alternate Id:</b>	<b>Required Date:</b>	<b>Available Date :</b> 03/28/2013 08:00:00 AM
<b>Info Contact:</b> Kianie.Putnam@azdoa.gov	<b>Bid Type:</b> OPEN	<b>Informal Bid Flag:</b> No
<b>Purchase Method:</b> Open Market		

**Pre Bid Conference:** Pre-Bid Conference will be held Tuesday, April 9, 2013 at 10am Arizona time at 100 N. 15th Ave, Suite 201A, Phoenix, AZ 85007.

**Bulletin Desc:**

<b>Ship-to Address:</b> State Procurement Office 100 N 15th Ave. Suite 201 Phoenix, AZ 85007 US Email: spo@azdoa.gov Phone: (602)542-5511	<b>Bill-to Address:</b> GSD Accounting 100 N. 15th Avenue Suite 202 Phoenix, AZ 85007 US Email: dawn.slater@azdoa.gov Phone: (602)364-4871	<b>Print Format:</b> Bid
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**Attachments:** [PDF Fillable Attachments.pdf](#) , [ADSP013-00002842 Foreign Language Interpretation and Translation Services Solicitation~1.pdf](#) , [Attachment VI -Staffing Summary.xls](#) , [Offer and Acceptance Fillable Form.pdf](#) , [Solicitation Amendment 1 - ADSP013-00002842~2.pdf](#) , [Word Fillable Attachments.docx](#) , [Solicitation Amendment 2 - ADSP013-00002842.pdf](#)

**Bid Method:** Request for Proposal (RFP)

<b>Amendments:</b>	<b>Amendment #</b>	<b>Amendment Date</b>	<b>Amendment Note</b>
	1	04/11/2013 05:28:08 PM	Header 1. Bid Opening Date changed from "04/18/2013 03:00:59 PM" to "04/23/2013 03:00:59 PM". Item 2 1. UOM changed from "HR" to "PCNT". Item 3 1. UOM changed from "HR" to "PCNT". Item 8 1. UOM changed from "MNT" to "PCNT". Item 9 1. Item 9 canceled. Item 10 1. UOM changed from "WORD" to "MNT". Item 13 1. Item 13 added. Item 14 1. Item 14 added. Item 15 1. Item 15 added. Item 16 1. Item 16 added. Item 17 1. Item 17 added. Item 18 1. Item 18 added. Item 19 1. Item 19 added. Item 20 1. Item 20 added. Item 21 1. Item 21 added. Item 22 1. Item 22 added. Item 23 1. Item 23 added. Item 24 1. Item 24 added. Item 25 1. Item 25 added. Item 26 1. Item 26 added. Item 27 1. Item 27 added. Item 28 1. Item 28 added. Item 29 1. Item 29 added. Item 30 1. Item 30 added. Attachment Changes: Header 1. File 'Attachment VI -Staffing Summary.xls': File 'Attachment VI -Staffing Summary.xls' added . 2. File 'Solicitation Amendment 1 - ADSP013-00002842~2.pdf': File 'Solicitation Amendment 1 - ADSP013-00002842~2.pdf' added . 3. File 'Offer and Acceptance Fillable Form.pdf': File 'Offer and Acceptance Fillable Form.pdf' added .

2 04/18/2013 02:13:58 PM Item 22 1. Description changed from "Written Translation  $\hat{A}$  Written Document to Written Document (Spanish Translation). The per-word rate for the translation from one written document to another written document." to "Certified Written Translation  $\hat{A}$  Written Document to Written Document (Spanish Translation). The per-word rate for the translation from one written document to another written document.". Item 23 1. Description changed from "Written Translation  $\hat{A}$  Written Document to Written Document (Other Listed Languages). The per-word rate for the translation from one written document to another written document." to "Certified Written Translation  $\hat{A}$  Written Document to Written Document (Other Listed Languages). The per-word rate for the translation from one written document to another written document.". Item 31 1. Item 31 added. Item 32 1. Item 32 added. Attachment Changes: Header 1. File 'Solicitation Amendment 2 - ADSPO13-00002842.pdf': File 'Solicitation Amendment 2 - ADSPO13-00002842.pdf' added . 2. File 'Word Fillable Attachments.docx': File 'Word Fillable Attachments.docx' added .

Item Information

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1 2 3 4 5 6 7

**Item # 11: ( 961 - 75 )** Translation Service Expedite Charge - The additional charge added to the base rate for translation services identified as needing an expedited service by the eligible agency.

NIGP Code: 961-75  
 Translation Services

Qty	Unit Cost	UOM	Total Discount Amt.	Tax Rate	Tax Amount	Total Cost
1.0		EA - Each				

Manufacturer: Brand: Model:  
 Make: Packaging:  
 Counties Requiring Service:

**Item # 22: ( 961 - 75 )** Certified Written Translation  $\hat{A}$  Written Document to Written Document (Spanish Translation). The per-word rate for the translation from one written document to another written document.

NIGP Code: 961-75  
 Translation Services

Qty	Unit Cost	UOM	Total Discount Amt.	Tax Rate	Tax Amount	Total Cost
1.0		WORD - Word				

Manufacturer: Brand: Model:  
 Make: Packaging:  
 Counties Requiring Service:

**Item # 23: ( 961 - 75 )** Certified Written Translation  $\hat{A}$  Written Document to Written Document (Other Listed Languages). The per-word rate for the translation from one written document to another written document.

NIGP Code: 961-75  
 Translation Services

Qty	Unit Cost	UOM	Total Discount Amt.	Tax Rate	Tax Amount	Total Cost
1.0		WORD - Word				

Manufacturer: Brand: Model:  
 Make: Packaging:

Counties Requiring Service:

**Item # 31: ( 961 - 75 )** Qualified Written Translation  $\hat{\Delta}$  Written Document to Written Document (Spanish Translation). The per-word rate for the translation from one written document to another written document.

NIGP Code: 961-75  
Translation Services

Qty	Unit Cost	UOM	Total Discount Amt.	Tax Rate	Tax Amount	Total Cost
1.0		WORD - Word				

Manufacturer:

Brand:

Model:

Make:

Packaging:

Counties Requiring Service:

**Item # 32: ( 961 - 75 )** Qualified Written Translation  $\hat{\Delta}$  Written Document to Written Document (Other Listed Languages). The per-word rate for the translation from one written document to another written document.

NIGP Code: 961-75  
Translation Services

Qty	Unit Cost	UOM	Total Discount Amt.	Tax Rate	Tax Amount	Total Cost
1.0		WORD - Word				

Manufacturer:

Brand:

Model:

Make:

Packaging:

Counties Requiring Service:

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1 2 3 4 5 6 7

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**Bid Solicitation: ADSP013-00002842**

**Header Information**

<b>Bid Number:</b> ADSP013-00002842	<b>Description:</b> Statewide Foreign Language Interpretation and Translation Services	<b>Bid Opening Date:</b> 04/23/2013 03:00:59 PM
<b>Purchaser:</b> Kianie King	<b>Organization:</b> State of Arizona	
<b>Department:</b> ADSPO - State Procurement Office	<b>Location:</b> STRGC - SPO Strategic	
<b>Fiscal Year:</b> 13	<b>Type Code:</b>	<b>Allow Electronic Quote:</b> Yes
<b>Alternate Id:</b>	<b>Required Date:</b>	<b>Available Date :</b> 03/28/2013 08:00:00 AM
<b>Info Contact:</b> Kianie.Putnam@azdoa.gov	<b>Bid Type:</b> OPEN	<b>Informal Bid Flag:</b> No
<b>Purchase Method:</b> Open Market		

**Pre Bid Conference:** Pre-Bid Conference will be held Tuesday, April 9, 2013 at 10am Arizona time at 100 N. 15th Ave, Suite 201A, Phoenix, AZ 85007.

**Bulletin Desc:**

<b>Ship-to Address:</b> State Procurement Office 100 N 15th Ave. Suite 201 Phoenix, AZ 85007 US Email: spo@azdoa.gov Phone: (602)542-5511	<b>Bill-to Address:</b> GSD Accounting 100 N. 15th Avenue Suite 202 Phoenix, AZ 85007 US Email: dawn.slater@azdoa.gov Phone: (602)364-4871	<b>Print Format:</b> Bid
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**Bid Method:** Request for Proposal (RFP)

<b>Amendments:</b>	<b>Amendment #</b>	<b>Amendment Date</b>	<b>Amendment Note</b>
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Item Information

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1 2 3 4 5 6 7

**Item # 10: ( 961 - 75 )** Verbal Translation  $\hat{\Delta}$  Audio (Spanish Translation) (Optional). The per-minute rate for the translation of audio tapes, files, etc.

NIGP Code: 961-75  
 Translation Services

Qty	Unit Cost	UOM	Total Discount Amt.	Tax Rate	Tax Amount	Total Cost
1.0		MNT - Minute				

Manufacturer: Brand: Model:  
 Make: Packaging:  
 Counties Requiring Service:

**Item # 25: ( 961 - 75 )** Verbal Translation  $\hat{\Delta}$  Audio (Other Listed Languages) (Optional). The per-minute rate for the translation of audio tapes, files, etc.

NIGP Code: 961-75  
 Translation Services

Qty	Unit Cost	UOM	Total Discount Amt.	Tax Rate	Tax Amount	Total Cost
1.0		MNT - Minute				

Manufacturer: Brand: Model:  
 Make: Packaging:  
 Counties Requiring Service:

**Item # 26: ( 961 - 75 )** Verbal Translation  $\hat{\Delta}$  Video (Spanish Translation) (Optional). The per-minute rate for the translation of video tapes, files, etc.

NIGP Code: 961-75  
 Translation Services

Qty	Unit Cost	UOM	Total Discount Amt.	Tax Rate	Tax Amount	Total Cost
1.0		MNT - Minute				

Manufacturer: Brand: Model:  
 Make: Packaging:

Counties Requiring Service:

**Item # 27: ( 961 - 75 )** Verbal Translation  $\hat{\Delta}$  Video (Other Listed Languages) (Optional). The per-minute rate for the translation of video tapes, files, etc.

NIGP Code: 961-75  
Translation Services

Qty	Unit Cost	UOM	Total Discount Amt.	Tax Rate	Tax Amount	Total Cost
1.0		MNT - Minute				

Manufacturer:

Brand:

Model:

Make:

Packaging:

Counties Requiring Service:

**Item # 28: ( 961 - 75 )** Written Translation with Desktop Publishing (Spanish Translation) (Optional)  $\hat{\Delta}$  The per-word rate for the translation from one written document to another written document. This includes the translation of documents (brochures, flyers, pamphlets, etc.) requiring desktop publishing.

NIGP Code: 961-75  
Translation Services

Qty	Unit Cost	UOM	Total Discount Amt.	Tax Rate	Tax Amount	Total Cost
1.0		WORD - Word				

Manufacturer:

Brand:

Model:

Make:

Packaging:

Counties Requiring Service:

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1 2 3 4 5 6 7

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**Bid Solicitation: ADSP013-00002842**

**Header Information**

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<b>Department:</b> ADSP0 - State Procurement Office	<b>Location:</b> STRGC - SPO Strategic	
<b>Fiscal Year:</b> 13	<b>Type Code:</b>	<b>Allow Electronic Quote:</b> Yes
<b>Alternate Id:</b>	<b>Required Date:</b>	<b>Available Date :</b> 03/28/2013 08:00:00 AM
<b>Info Contact:</b> Kianie.Putnam@azdoa.gov	<b>Bid Type:</b> OPEN	<b>Informal Bid Flag:</b> No
<b>Purchase Method:</b> Open Market		

**Pre Bid Conference:** Pre-Bid Conference will be held Tuesday, April 9, 2013 at 10am Arizona time at 100 N. 15th Ave, Suite 201A, Phoenix, AZ 85007.

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**Bid Method:** Request for Proposal (RFP)

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Item Information

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1 2 3 4 5 6 7

**Item # 30: ( 961 - 75 )** Written Translation with Desktop Publishing (Other Listed Languages) (Optional)  $\hat{\Delta}$  The per-word rate for the translation from one written document to another written document. This includes the translation of documents (brochures, flyers, pamphlets, etc.) requiring desktop publishing.

NIGP Code: 961-75  
 Translation Services

Qty	Unit Cost	UOM	Total Discount Amt.	Tax Rate	Tax Amount	Total Cost
1.0		WORD - Word				

Manufacturer: Brand: Model:  
 Make: Packaging:  
 Counties Requiring Service:

**Item # 29: ( 961 - 46 )** Travel Rate - Please review section 20.4.1 of Solicitation Amendment 1 for further instruction.

NIGP Code: 961-46  
 Interpreter Services (Foreign Language, Hearing Impaired, etc.) (See Item 17 for Interpreter Services - Electronically Assisted)

Qty	Unit Cost	UOM	Total Discount Amt.	Tax Rate	Tax Amount	Total Cost
1.0		HR - Hour				

Manufacturer: Brand: Model:  
 Make: Packaging:  
 Counties Requiring Service:

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1 2 3 4 5 6 7

Bid Tab Close Window

**STAFFING SUMMARY**  
**Statewide Foreign Language Interpretation and Translation Services**  
 Solicitation ADSP013-00002842

**Name of Firm:**

Offerors shall complete a line for each individual who will potentially be assigned responsibility for each task and phase of a project under a potential contract award. Also include any added expertise available through other branch offices, subcontracts, etc., that can provide back-up strengths.

*Language(s):* List the language(s) offered by the listed individual.

*Academic/Professional Qualifications:* Citation of degree shall include school and concentration, citations of certifications shall include certification number and date of expiration, if applicable

*Level of expertise:* Years in industry or other brief description

*Area of Specialty:* List the area of specialty such as legal, medical, technical, educational, etc.

Name	Interpreter and/or Translator	Certified (Y/N)	Staff or Subcontractor	Language(s)	Academic/Professional Qualifications	Level of Expertise	Area of Specialty
NA	NA	NA	NA	NA	NA	NA	NA

**Please Note:** Language Select has a rigorous qualification, testing, and selection process for hiring professional interpreters. With over 2,000 interpreters, Language Select only employs professional interpreters with a minimum of two years of real world interpreting experience. All Language Select interpreters are certified interpreters through Language Select's hiring and qualifications process. Please refer to 2.1.3. Personnel Assessment for Language Select's minimum interpreter requirements and complete hiring process of qualified interpreters.