



REQUEST FOR INFORMATION: RFI 24-25 005 ASC DOPS

“LANGUAGE SERVICES”

Oxfam is a global movement of people who are fighting inequality to end poverty and injustice. There are currently 21 member organizations in the Oxfam confederation, our affiliates, who coordinate and lead this fight via the Oxfam International Secretariat. Each affiliate is an independent organization with its own areas of activity and work contributing its own strengths and expertise to the confederation to achieve our shared goals.

Oxfam works with its partners and allies, reaching out to millions of people around the world in different languages. It is essential that Oxfam’s key messages are communicated effectively and appropriately – internally and externally – and that products are accessible to our target audiences in their language, as deemed fit for the organisation to meet its aims.

With the purpose of doing so, Oxfam Great Britain, Oxfam Intermón (Spain), Oxfam International and Oxfam Novib (Netherlands) are carrying out a **joint tender to update and expand their pool of external collaborators working from/into Arabic, Basque, Catalan, Dutch, English, French, Galician, Portuguese and Spanish**. The aim of this joint tender is to create a common pool of suppliers, which will facilitate the sharing of resources, as well as collaboration on common projects.

We are looking for professional profiles that offer at least one of the following **services**:

- Translation
- Machine Translation post-editing
- Revision, proofreading and quality control
- Editing
- Audiovisual translation (transcription and/or subtitling)
- Interpreting (consecutive and/or simultaneous)

Requirements:

- Have one of the following languages as mother tongue: Arabic, Basque, Catalan, Dutch, English, French, Galician, Portuguese and Spanish
- **Have at least 5 years of proven experience** in translation, proofreading and interpretation
- Have knowledge and use professional computer-assisted translation software

Applications:

Candidates should complete the form: <https://forms.office.com/e/w3q8veyN9u>

If you have any questions, please contact: translationservice@oxfam.org with email subject “**24-25 005 ASC DOPS – RFI Language services**”

Only applications that meet the above requirements shall be contacted for participating in the tender process.

Applications deadline: 03rd of May 2024