

**United Nations Development Programme**

Programme of Assistance to the Palestinian People

برنامج الأمم المتحدة الإنمائي / برنامج مساعدة الشعب الفلسطيني



Empowered lives.  
Resilient nations.

LTA No: UNDP-PAPP-CON-2009-018  
Amendment No 2

Jerusalem, 09 December 2011

Dear Sir,

**Ref.: Long Term Agreement for the Provision of Services  
between the UNDP and Orientation for the Provision of Translation and Editing Services**

The United Nations Development Programme/Programme of Assistance to the Palestinian People (hereinafter referred to as "UNDP/PAPP"), wishes to amend the above mentioned long term agreement signed in May 2009, between UNDP/PAPP and **Orientation** (hereinafter referred to as the "the Contractor"), in order to reflect the changes described hereunder:

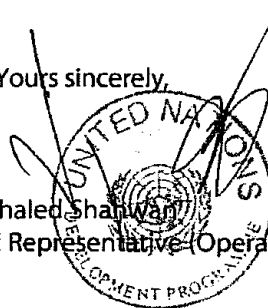
- Duration:**  
This Agreement shall be in full force and effect for another period starting from **1 January 2012 to 14 May 2012**.
- Word Count:**  
The principle of word count is always by the **English language**, whether translation is conducted from Hebrew to English or vice versa.

All other terms and conditions of the long term agreement No. UNDP-PAPP-CON-2009-018, its annex, its amendment shall remain in full force and effect.

If the above terms and conditions meet with your agreement as they are typed in this letter, please initial this letter and return it to this office duly signed and dated.

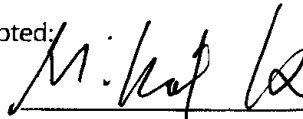
Yours sincerely,

Khaled Sharwan  
Deputy Special Representative (Operations)



For Orientation  
Agreed and Accepted:

Signature:

  
אורינטציה  
תרגום, חקקה ומסומם בע"מ  
ת.פ. 513490540  
ת.ד. 45196, ירושלים

Name: Michael Komem  
Title: General Manager

Date: \_\_\_ December 2011

MH



LTA No: UNDP-PAPP-CON-2009-018  
Amendment No 1

Jerusalem, 28 January 2011

Dear Sir,

**Ref.: Long Term Agreement for the Provision of Services between the UNDP and Orientation  
for the Provision of Translation and Editing Services**

The United Nations Development Programme/Programme of Assistance to the Palestinian People (hereinafter referred to as "UNDP/PAPP"), wishes to amend the above mentioned long term agreement signed in May 2009, between UNDP/PAPP and Orientation (hereinafter referred to as the "the Contractor"), in order to reflect the changes described hereunder:

- Duration:**  
This Agreement shall be in full force and effect for another period starting from 1 February 2011 to 31 December 2011.

All other terms and conditions of the long term agreement No. UNDP-PAPP-CON-2009-018 and its annex shall remain in full force and effect.

If the above terms and conditions meet with your agreement as they are typed in this letter, please initial this letter and return it to this office duly signed and dated.

Yours sincerely,



Khaled Shahwan  
Deputy Special Representative (Operations)

For Orientation  
Agreed and Accepted:

Signature:

Name:

Michael Komem

Title:

General Manager

Date:

January 2011

אורינטציה  
תרגום, תסוקה ופיקוח כלכלי  
ח.פ. 513490340  
ת.ד. 45196, ירושלים

MR

Programme of Assistance to the Palestinian People  
 برنامج الأمم المتحدة الإنمائي / برنامج مساعدة الشعب الفلسطيني  
**United Nations Development Programme**



Date: 10 June 2009  
 Reference: UNDP-CON-2009-018

Orientation  
 Tel : 02 5818183  
 Mobile : 0544 848299

**Subject: Translation and Editing services**

Dear Mr. Komem,

I refer to the long term agreement number UNDP-PAPP-CON-2009-018 between the United Nations Development Programme/ Programme of Assistant to the Palestinian People and your company.

UNDP/PAPP hereby thanks you for accepting to regulate your offered prices based on the average concept of the unit prices for each category as illustrated in the below table:

Generic Description	Unit Price (IN USD) Per page	COMPLETION PER 100 PAGES
Translation Services –English to Hebrew	21.13	10 Business days
Translation Services – Hebrew to English	22.38	10 Business days
Translation and Editing Services –Hebrew to Arabic	24.73	12 Business days
Translation and Editing Services – Arabic to Hebrew	21.63	11 Business days
Translation and Editing Services –English to Hebrew	21.00	12 Business days
Translation and Editing Services –Hebrew to English	24.43	12 Business days
Editing Services –Hebrew	7.25	7 Business days

Moreover, you have to specify and fill the time of completion on the basis of 100 pages per case. UNDP will calculate the lead time according to the number of pages of each case at time of submission in accordance with what you declare in this agreement.

The unit prices and lead time specified above supersede all prior conditions of same nature between the two parties and will be annexed to the long term agreement.

All other terms and conditions of the original Long term agreement No UNDP-CON-2009-018 shall remain in full force and effect.

If the above conditions meet with your agreement as they are typed in this letter, please sign this amendment and return it back to the Office.

Yours sincerely,

Khaled Shahwan  
 Deputy Special Representative (O)  
 UNDP/PAPP

אורינטציה -  
 תרגום, חקקה ופריסום בני"מ  
 ח.פ. 51349058  
 ת.ד. 45196, ירושלים

For: Orientation  
 Agreed and Accepted:  
 Signature:

Name & Title: Mr. Michael Komem, General manager

Date: 27 June 2009



**UNDP-PAPP-CON-2009-018**

**LONG TERM AGREEMENT FOR THE PROVISION OF SERVICES  
BETWEEN  
TO THE UNITED NATIONS DEVELOPMENT PROGRAMME  
AND  
ORIENTATION  
FOR TRANSLATION AND EDITING SERVICES**

This Long Term Agreement is made between the United Nations Development Programme/Programme of Assistant to the Palestinian People, located at 4A Ya'qoubi Street in Jerusalem, a subsidiary organ of the United Nations, acting for itself (hereinafter "UNDP/PAPP") and ORIENTATION (hereinafter called "Contractor") with its headquarters at ISRAEL.

WHEREAS, UNDP desires to enter into a Long Term Agreement for the provision of services by the Contractor to UNDP, pursuant to which UNDP country offices world-wide can conclude specific contractual arrangements with the Contractor, as provided herein;

WHEREAS pursuant to the Request for Quotation (RFQ) dated 10 March 2009 and the offer of the Contractor dated 30 March 2009 was accepted;

NOW, THEREFORE, UNDP and the Contractor (hereinafter jointly the "Parties) hereby agree as follows:

**Article 1: SCOPE OF WORK**

1. The Contractor shall provide the types of services and deliverables, which are listed in Annex 1 hereto ("Translation and Editing Services"), as and when negotiated by UNDP country office and reflected in a contract for professional services, in the form attached hereto as Annex 2.
2. Such Services shall be at the discount prices listed in Annex 1. The prices shall remain in effect for a period of this Agreement.
3. UNDP does not warrant that any quantity of Services will be purchased during the term of this Agreement, which shall be until 31 December 2010.

**Article 2: CHANGES IN CONDITION**

4. In the event of any downward pricing of the Services during the duration of this Agreement, the Contractor shall notify UNDP immediately. UNDP shall consider the impact of any such event and may request an amendment to the Agreement.

*MH*  
*W*



**Article 3: CONTRACTOR'S REPORTING**

5. The Contractor will report semi-annually to UNDP on the Services provided to UNDP, including its country offices.

**Article 4: GENERAL AND SPECIAL TERMS AND CONDITIONS**

6. The standard UNDP General Conditions for Professional Services, attached as Annex 3, shall apply to this Agreement, and any subsequent contracts concluded in accordance with paragraph 1.

**Article 5: ACCEPTANCE**

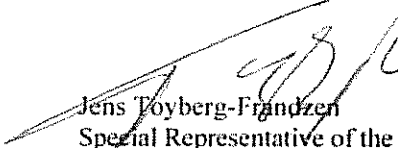
7. This Agreement supersedes all prior oral or written agreements, if any, between the Parties and constitutes the entire agreement between the parties with respect to the provision of the Services hereunder.


8. This Agreement shall enter into force on the date of the last signature by the representatives of the Parties and shall remain in force until 31 December 2010 and may be extended for one additional year by mutual agreement of the Parties.

IN WITNESS WHEREOF, the duly authorized representatives of the PARTIES have signed this agreement.

For and on behalf of:

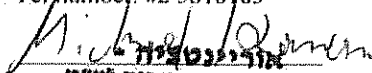
ORIENTATION

  
Jens Toyberg-Frändzen  
Special Representative of the Administrator  
UNDP/PAPP



Michael Komem  
ORIENTATION

Tel number: 02 58181783



מיקל קומם  
תרגום, הסקה ופרסום בע"מ  
ח.פ. 513490540  
ת.ד. 45196, ירושלים

Date: - MAY 2009

Date: 



**Bidder 3**

**To : Orientation**  
**Att: Michael Komem**

**Translation and Editing services**  
**Request for quotation dated 10 March 2009**

**Annex 1**

<b>Item</b>	<b>Generic Description</b>	<b>Quantity/ Page</b>	<b>Unit Price USD</b>	<b>Time Of Completion</b>
17.	Translation Services –English to Hebrew (250 words / page) translation of 1-25 pages	Page	21.5	2 days
18.	Translation Services –English to Hebrew (250 words / page) translation of 26-50 pages	Page	21.5	2 days
19.	Translation Services –English to Hebrew (250 words / page) translation of 51-100 pages	Page	21	3 days
20.	Translation Services – English to Hebrew (250 words / page) translation of more than 100 pages	Page	20.5	4 days
21.	Translation Services – Hebrew to English (250 words / page) translation of 1-25 pages	Page	23	2 days
22.	Translation Services – Hebrew to English (250 words / page) translation of 26-50 pages	Page	23	2 days
23.	Translation Services – Hebrew to English (250 words / page) translation of 51-100 pages	Page	22.5	4 days
24.	Translation Services – Hebrew to English (250 words / page) translation of more than 100 pages	Page	21	4 days
41.	Translation and Editing Services –Hebrew to Arabic (250 words / page) translation and editing of 1-25 pages	Page	25.3	2 days



**Bidder 3**

**To: Orientation**  
**Att: Michael Komem**

**Translation and Editing services**  
**Request for quotation dated 10 March 2009**

**Annex 1**

<b>Item</b>	<b>Generic Description</b>	<b>Quantity/ Page</b>	<b>Unit Price USD</b>	<b>Time Of Completion</b>
42.	Translation and Editing Services – Hebrew to Arabic (250 words / page) translation and editing of 26-50 pages	Page	25.3	2-3 days
43.	Translation and Editing Services – Hebrew to Arabic (250 words / page) translation and editing of 51-100 pages	Page	24.8	4 days
44.	Translation and Editing Services – Hebrew to Arabic (250 words / page) Translation and editing of more than 100 pages	Page	23.5	5 days
45.	Translation and Editing Services – Arabic to Hebrew (250 words / page) translation and editing of 1-25 pages	Page	22.5	2 days
46.	Translation and Editing Services – Arabic to Hebrew (250 words / page) translation and editing of 26-50 pages	Page	22.5	2-3 days
47.	Translation and Editing Services – Arabic to Hebrew (250 words / page) translation and editing of 51-100 pages	Page	21	4 days
48.	Translation and Editing Services – Arabic to Hebrew (250 words / page) Translation and editing of more than 100 pages	Page	20.5	5 days
49.	Translation and Editing Services –English to Hebrew (250 words / page) translation and editing of 1-25 pages	Page	21.5	2 days
50.	Translation and Editing Services –English to Hebrew (250 words / page) translation and editing of 26-50 pages	Page	21.5	2-3 days



**Bidder 3**

**To : Orientation**  
**Att: Michael Komem**

**Translation and Editing services**  
**Request for quotation dated 10 March 2009**

**Annex 1**

<b>Item</b>	<b>Generic Description</b>	<b>Quantity/ Page</b>	<b>Unit Price USD</b>	<b>Time Of Completion</b>
51.	Translation and Editing Services –English to Hebrew (250 words / page) translation and editing of 51-100 pages	Page	21	4 days
52.	Translation and Editing Services –English to Hebrew (250 words / page) translation and editing of more than 100 pages	Page	20	5 days
53.	Translation and Editing Services –Hebrew to English (250 words / page) translation and editing of 1-25 pages	Page	24.8	2 days
54.	Translation and Editing Services – Hebrew to English (250 words / page) translation and editing of 26-50 pages	Page	24.8	2-3 days
55.	Translation and Editing Services – Hebrew to English (250 words / page) translation and editing of 51-100 pages	Page	24.3	4 days
56.	Translation and Editing Services – Hebrew to English (250 words / page) translation and editing of more than 100 pages	Page	23.8	5 days
73.	Editing Services –Hebrew (250 words / page) editing of 1-25 pages	Page	7.5	1 days
74.	Editing Services –Hebrew (250 words / page) editing of 26-50 pages	Page	7.5	2 days

United Nations Development Programme  
Programme of Assistance to the Palestinian People  
برنامج الأمم المتحدة الإنمائي / برنامج مساعدة الشعب الفلسطيني



Bidder 3

To : Orientation  
Att: Michael Komem

Translation and Editing services  
Request for quotation dated 10 March 2009

Annex 1

Item	Generic Description	Quantity/ Page	Unit Price USD	Time Of Completion
75.	Editing Services –Hebrew (250 words / page) editing of 51-100 pages	Page	7	3 days
76.	Editing Services –Hebrew More than 100 pages	Page	7	4 days