

**PURCHASE OF CONSULTANCY SERVICES FOR ELABORATION OF THE LINGUISTIC DICTIONARIES FOR THE MONITORING CENTRE OF THE NATIONAL COUNCIL OF TELEVISION AND RADIO BROADCASTING OF UKRAINE**

COUNCIL OF EUROPE



CONSEIL DE L'EUROPE

Annex 1 to TENDER FILE / TERMS OF REFERENCE

(Contract N° 8572/2019/03)

1. BRIEF TRANSLATION IN ENGLISH OF THE REGISTRATION DOCUMENTS	
Name of the company:	
Identification/registration # (EDRPOU):	
Date of registration:	
Types of economic activity to be legally provided:	
Registration document name:	
2. BRIEF DESCRIPTION OF THE COMPANY'S RELEVANT EXPERIENCE (DURING THE LAST 3 YEARS) OF PROVISION OF SERVICES SIMILAR TO THE ONES REQUESTED IN THIS TENDER FILE OR ANY OTHER SIMILAR EXPERIENCE IN RESEARCH WORK USING METHODS OF CONTENT ANALYSIS	
3. DESCRIPTION OF THE PROVIDED EXAMPLES (PRODUCTS/DELIVERABLES) THAT PROVE EXPERIENCE OF THE TENDERER OF IMPLEMENTING RESEARCHES USING THE CONTENT ANALYSIS METHODS (AT LEAST THREE EXAMPLES) AND THE PROJECTS/RESEARCHES IN THE RESULT OF WHICH THEY WERE PRODUCED	
1.  2.  3.	

**4. PROPOSAL AND DESCRIPTION OF THE ORGANIZATION AND COURSE (CONDUCT) OF THE RESEARCH, METHODOLOGY, CONDITIONS AND STAGES OF THE ELABORATION OF LINGUISTIC DICTIONARIES AND THEIR SUBSEQUENT VERIFICATION**

(tenderers should submit proposals for the most effective organization and conduct of analytical research, discussion and presentation of final versions of linguistic (lexical) dictionaries)

4.1. Number of texts offered for analysis for elaboration of each of the seven dictionaries; indicate % of texts of various genres (as indicated in the table in clause 3.4. of Section B of the Tender file) of the total amount of analyzed texts offered for each dictionary

- 1. Dictionary "Invective Language" –**
- 2. Dictionary "Minors Rights Protection" –**
- 3. Dictionary "Protection of Public Morality" –**
- 4. Dictionary "Constitutional Order (System)" –**
- 5. Dictionary "Hate Speech" –**
- 6. Dictionary "Social Stigmatization and Discrimination" –**
- 7. Dictionary "Information Security of Ukraine" –**
- 8. ....**

4.2. Number of entries (items) offered for each of the dictionaries

- 1. Dictionary "Invective Language" –**
- 2. Dictionary "Minors Rights Protection" –**
- 3. Dictionary "Protection of Public Morality" –**
- 4. Dictionary "Constitutional Order (System)" –**

**5. Dictionary "Hate Speech" –**

**6. Dictionary "Social Stigmatization and Discrimination" –**

**7. Dictionary "Information Security of Ukraine" –**

**8. ....**

4.3. Research analysis of the acts (documents) of the Ukrainian and European practice of media regulation (clause 3.5. of the Tender File) – if planned, please indicate what legislation/acts/expert opinions/conclusions will be analyzed; if not planned – please indicate N/A

**5. DETAILED INFORMATION ON THE STAFF OF THE TENDERER THAT WILL BE INVOLVED IN THE PROJECT USING THE SELECTED METHODOLOGY (FULL NAME, POSITION, AREA OF EXPERTISE, LIST OF IMPLEMENTED PROJECTS USING CONTENT ANALYSIS METHODS OVER THE LAST 3 YEARS)  
(resumes should be provided in English separately)**

#	Full name	Position (in the company)	Area of expertise (specialization)	Implemented projects using content analysis methods in the past 3 years
1				
2				
3				
4				

**6. COST ESTIMATE (DETAILED TENTATIVE BUDGET) OF THE TENDER OFFER (in UAH, Ukrainian hryvnia)  
(the total cost of all dictionaries shall not exceed the exclusion level of UAH 240 000 as indicated in the Act of Engagement)**

<b>1</b>	<b>Dictionary 1 .....</b>
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	Unit	Number of Units	Cost
1.1.	<i>works/services of ...</i>		
1.2.	<i>works/services of ...</i>		
	....		
		TOTAL	
<b>2</b>	<b>Dictionary 2 .....</b>		
	Unit	Number of Units	Cost
2.1.	<i>works/services of ...</i>		
2.2.	<i>works/services of ...</i>		
	....		
		TOTAL	
<b>3</b>	<b>Dictionary 3 .....</b>		
	Unit	Number of Units	Cost
3.1.	<i>works/services of ...</i>		
3.2.	<i>works/services of ...</i>		
	....		
		TOTAL	
<b>4</b>	<b>Dictionary 4 .....</b>		
	Unit	Number of Units	Cost
4.1.	<i>works/services of ...</i>		
4.2.	<i>works/services of ...</i>		
	....		
		TOTAL	
<b>5</b>	<b>Dictionary 5 .....</b>		
	Unit	Number of Units	Cost
5.1.	<i>works/services of ...</i>		
5.2.	<i>works/services of ...</i>		
	....		
		TOTAL	
<b>6</b>	<b>Dictionary 6 .....</b>		
	Unit	Number of Units	Cost
6.1.	<i>works/services of ...</i>		
6.2.	<i>works/services of ...</i>		
	....		
		TOTAL	

<b>7</b>	<b>Dictionary 7 .....</b>		
	Unit	Number of Units	Cost
7.1.	<i>works/services of ...</i>		
7.2.	<i>works/services of ...</i>		
	....		
TOTAL			
<b>OVERALL TOTAL FOR ALL DICTIONARIES</b>			
<b>7. REFERENCE LETTERS – CONTACT INFORMATION</b> (reference letters should be provided separately)			
#	Full name of the referee	Company, position, e-mail and mobile/work phone number	
1			
2			
3			
<b>8. BANK REQUISITES/TRANSLATON OF THE BANK CERTIFICATE</b> (if the bank issued the certificate in Ukrainian)			

Date: \_\_\_\_\_

Full name, signature of the authorized person, stamp/seal (if applicable):

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