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**Tender Reference:** KYR/QT/02/2018

**Clarification Reference:** 01/2018

**Tender Title:** Request for Quotation for Scripting, Designing and Printing of Leaflets

## Notice to All Bidders

**Clarification Topic:** Language for Braille & Printed Format for Braille

Further to a request for clarification the following is being published for the attention of all prospective bidders.

### Subject of Clarification

1. To indicate whether leaflet in Braille is to be in English or Maltese or in both languages.
2. To indicate whether to quote for one or two A3 pages as a size for the printed leaflet for Braille for Activity 6
3. To indicate work needed under Activity 1 in relation to the FAQs

### Clarification

1. For the purpose of the leaflet in Braille, Service Providers are required to translate the content and to print the leaflet in both the English and Maltese language.

This project has been funded through the Voluntary Organisations Project Scheme managed by the Malta Council for the voluntary Sector on behalf of Parliamentary Secretary for Youth, Sports and Voluntary Organisations within the Ministry of Education and Employment

2. Activity 6 requires print copies of the designed leaflet in Braille. Service Providers presenting quotations are required to present quotations for the printing of such size of paper as is adequate to contain the material in Braille. For the purposes of activity 6 which uses Braille language, Service Providers are to propose and quote for that size which they deem adequate.
3. The Service Provider will be provided with FAQs the content of which has been approved by the Project Partners. The Service Provider will be required to review the FAQs and write the script only for the leaflets. In writing the script the Service Provider may propose different wording to suit the leaflet format but is not expected to rewrite or translate the FAQs.

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