






5.3 Invitations to tender (MP, DV) (with SDL Studio)

Step:	Action:	Tool:
1.	<p>The TMX file for the standard phrases <i>Normative_Main</i>¹ and the TMX file for the Public Procurement Model and/or the previous FdR have been imported into the Basic Reference Studio Memory (BRTM).</p> <p>Monolingual SL (Source Language) document The BRTM has been used to pre-translated the original document at 100% in order to get the unchanged segments from the Public Procurement Model and/or previous FdR. Use this pre-translated SDLXLIFF file (*BR.docx.sdlxliff) for all further steps.</p> <p>Multilingual SL document Split the original multilingual document into source language specific files. Add each split document to the corresponding source-target language (SL-TL) Studio project. Use the BRTM of each SL-TL package to pre-translate each SL section of the original document at 100% in order to get the unchanged segments from the Public Procurement Model and/or the previous FdR.</p>	 SDL Studio
2.	<p>The TMX files for the previous FdR, any other documents mentioned on the FdR, the Public Procurement Model, the Financial-Regulation, chapter 7_2_1 of the Compendium (Internal rules on budget implementation), the <i>Normative_Main</i> and the Retrieval results have been imported into the Working Studio Memory (WTM).</p> <p>Enable the WTM. Check that all the pre-translated segments (including those marked at 100%) are correct and complete the translation, saving the file frequently.</p>	 SDL Studio
3.	<p>Monolingual SL document DELIVER A BILINGUAL SDLXLIFF FILE (OR A STANDARD BILINGUAL XLIFF FILE)².</p>	 SDL Studio

¹ The *Normative_Main* TMX file contains names of EP and EU institutions and bodies, e.g. EP Committees, EP Political Groups, delegations, countries, national parliaments etc. It is based on the DocEP Main lists.

² All tagging and formatting from the original document must be kept or replicated in the bilingual (SDL)XLIFF file you will deliver.

	Multilingual SL document DELIVER A BILINGUAL SDLXLIFF FILE (OR A STANDARD BILINGUAL XLIFF FILE) FOR EACH SL-TL COMBINATION³. Run DocEP Change Document ID. DELIVER AN MS WORD DOCUMENT⁴.	  MS Word
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³ All tagging and formatting from the original document (including the blue colour marking applied to the AM headings and left-hand column text) must be kept or replicated in the bilingual (SDL)XLIFF files you will deliver.

⁴ All tagging and formatting from the original document must be kept or replicated in the MS Word file you will deliver.