

GLOBAL TRUST LLC

Section 1: General Details

Company Name:	Global Trust LLC
Address:	69 S.Vurgun str., apt.2 Baku city, Azerbaijan
Phone:	+994 12 418 11 33
Website:	www.globaltrust.com.az
Primary Contact:	Rahimova Gunay
Position:	Director
E-mail:	gunay@globaltrust.com.az
Mobile:	+99 4 50 339 54 21
Company Form:	Limited Liability Company
Owner:	Rahimova Gunay
Date established:	February 13, 2002
Field of operation 1:	Written and oral translation
Field of operation 2:	Simultaneous interpretation equipment rental
Main target language:	Azeri, English, Russian

Section 2: Capacity & Resources

Branches	Number of resources available in Company		
	Full Time	Part time	Freelance
Translators	5	3	48
Editors	1		3
Project Managers	2		1
Multimedia Experts			1
IT specialists	1	1	
A/V technician	1	1	
Total	10	5	53

Section 3: Areas of Expertise

Subject Matter Expertise

Level: standard (ST), specialised (SP)

	Level
Military	SP
Medical	SP
Automotive	ST
Science/Engineering	ST
Electrical/electronic	ST
Software	SP
Finance/business	SP
Education	SP
Marketing/Advertising	SP
Telecommunications	SP
Catering/hospitality	SP
Modern street language	ST
Games	ST
Legal	SP
Others	

Translation Procedure:

All Global Trust translation jobs pass through a three-tier level of translation - initial translation, proofreading and editing - to ensure high quality and cultural accuracy.

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Section 4: Pricing Details

Service		Units	Euro	Other
Written Translation				
English <-> Azeri		Word	€0.05	
Interpretation				
Simultaneous Interpretation ¹	8 hours	Day	€300.00	
Consecutive Interpretation	8 hours	Day	€250.00	
Simultaneous Interpretation Equipment Rental²				
Up to 20 receivers / Bosch DCN Next Generation	8 hours	Day	€450.00	
Up to 50 receivers / Bosch DCN Next Generation	8 hours	Day	€550.00	
Up to 100 receivers / Bosch DCN Next Generation	8 hours	Day	€750.00	

¹ Need to hire two simultaneous interpreters per day

² Equipment rental prices include below services:

Full day attendance of technician

Interpreters console for one language

Booth (free of charge)

Installation/Dismantling (free of charge)

Section 5: Technical Profile

1 Operating systems: systems used, detailing languages available within our company

	Lang1	Lang2	Lang3	Lang4
Windows XP	English	Russian	Chinese	

2 E-mail, FTP and Internet:

Site hosting	ISP
Type of Internet connection	ADSL, Broadband Office Network
Device	DSL modem

Virus scanning

Anti-virus filters installed at main Server