



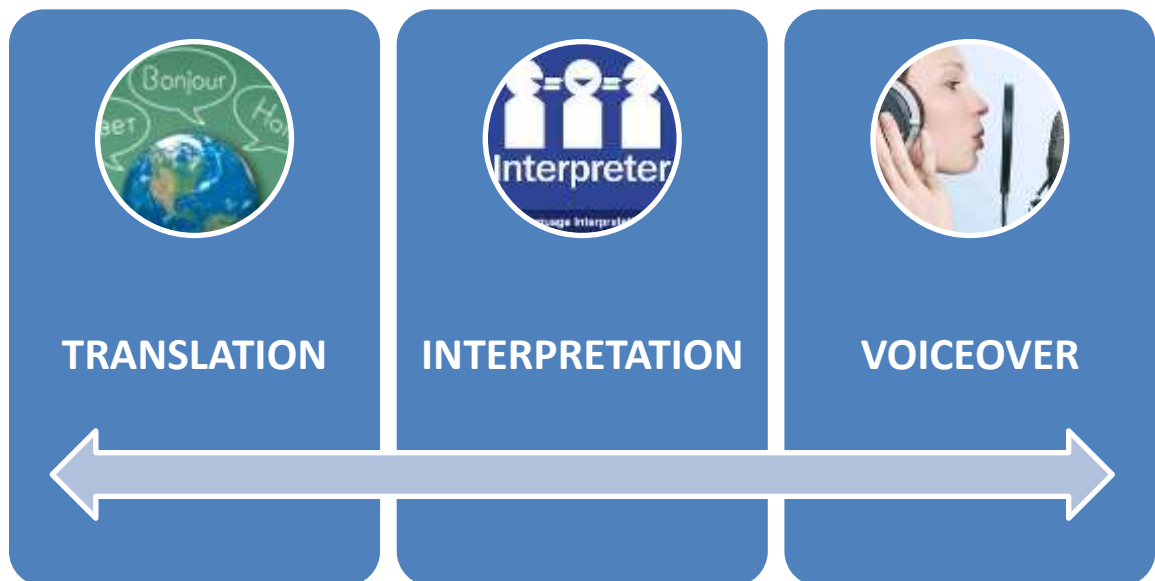
## VAN TIN INTERPRETATION & TRAINING LTD., CO.

Floor 9 Room 1, No. 169 Nguyen Ngoc Vu Str., Trung Hoa Ward, Cau Giay District, Ha Noi City.

Tel: +84 (0) 4 85 899 866 | Website: dichthuatvantin.com

# COMPANY PROFILE

*“... VAN TIN is consistent with one development strategy for always: Provide the best language services, Recognize and meet every single requirement of customers at the most competitive prices.”*



**Dear valued customers,**

Devoted to application of translation, monitoring and project management tools together with high quality services and extensive knowledge of translation, interpretation and localization process, Van Tin has been and shall be the perfect partner and associate for all local and foreign enterprises and organizations who are looking for outstanding language solutions and services to optimize their value chain in contents.

Headquartered in Hanoi City, now Van Tin is looking to scale all over Vietnam with one representative office in Ho Chi Minh City thanks to a myriad of collaborators and translators throughout the country and the region, which helps Van Tin become one of the best language service providers.

Understanding the importance of centralized and specialized development strategy in the information age, Van Tin always strives for resource optimization to provide high quality language services together with effective management process according international standards and ensure the most competitive prices for customers.

Above all, Van Tin expects to become a trusted companion of all valued customers and partners on the road to success.

**CEO**



# OVERVIEW



## Van Tin Interpretation and Training Ltd., Co.

- Address:: Floor 9 Room 1, No. 169 Nguyen Ngoc Vu Str., Trung Hoa Ward, Cau Giay District, Ha Noi City
- Scope of work: Provide high quality language services including translation, interpretation, localization, voiceover, voice recording and DTP services



## Structure

- Manage all activities in the headquarter and office in HCMC.
- Utilize the collaborator resources throughout Vietnam, the countries and territories (Asia Pacific and Europe).



## Experience

- Handle hundreds of translation and interpretation projects for both local and foreign individuals, organizations, NGOs and enterprises...
- Major in Technology, Finance, Laws, Science, Patent and Medical.






## Commitment

- Apply translation process in compliance with the European quality standard EN15038.
- All projects are tightly controlled via the leading project management and quality control tools.






# SERVICES




## TRANSLATION

-  Specialized technical documents
-  Economics, finance, insurance documents
-  Website and software localization




## INTERPRETATION

-  Conference interpretation
-  On-site interpretation
-  Over-the-phone interpretation

## PRODUCER

-  Film and TVC Voiceover
-  Video postproduction
-  Subtitling

## DTP SERVICE

-  DTP and Layout
-  Document recovery
-  QC Layout, error checking...



# WHY IT SHOULD BE VAN TIN?

## QUALITY

- Van Tin is proud to work with professional translators and interpreters who are experts in the field of language and localization and outstanding lecturers and alumni from renowned national and international universities. Moreover, we are applying a strict project management process to ensure every service fully satisfy customers' requirements .

## QUICK RESPOND

- To save our customers' time and money, Van Tin is committed to sending them our price list immediately upon receipt of a request.
- With experienced and professional translators and collaborators who are at your service 24/7, we guarantee our effectiveness in managing multiple projects under tight deadlines and handling customer feedback and requests upon receipt

## PRICES

- Devoted to application of translation, monitoring and project management tools together with extensive knowledge of translation, interpretation and localization process, Van Tin always offers competitive prices on the high-quality services to meet every single requirement of customers .

## TECHNOLOGY

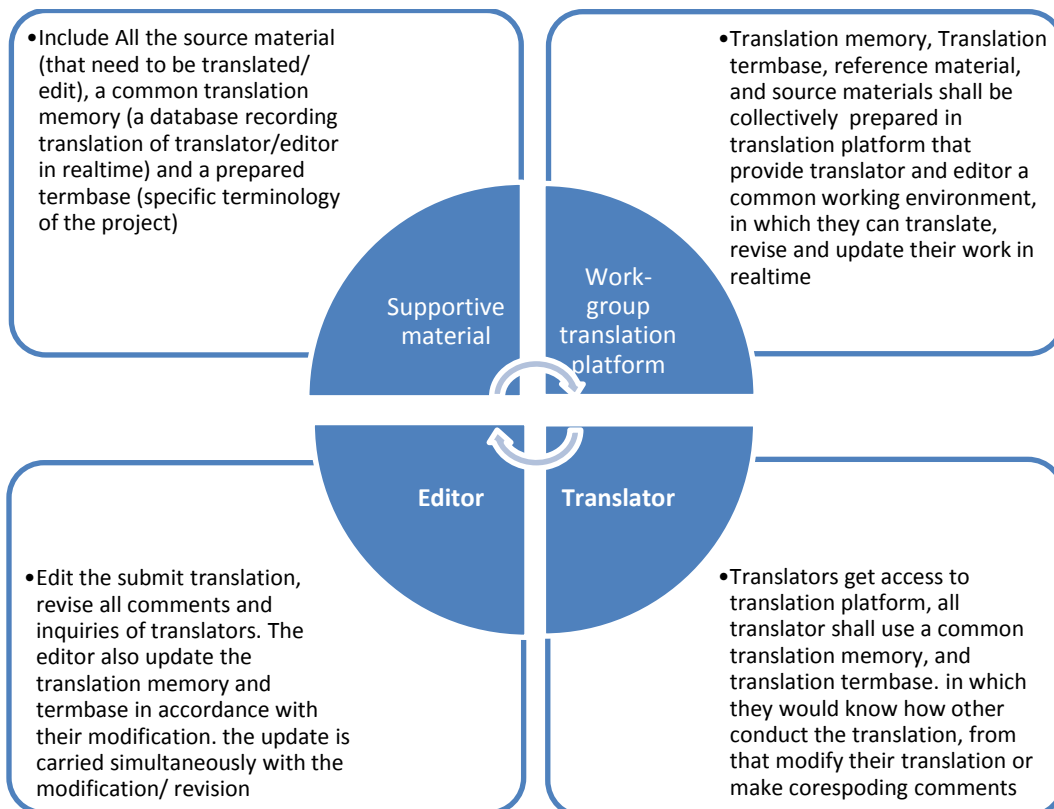
- Van Tin is using the most common translation platforms such as SDL Trados Studio 2014; Moreover, Van Tin also applies other online platforms other upon request like Wordbee, XTM ...  
Van Tin also uses a variety of translation memory and terminology entries to increase the consistency and accuracy of documents provided for customers.

## CONFIDENTIALITY

- Van Tin is committed to respecting and safeguarding confidential information and documents provided by customers. All the translators and interpreters sign a confidentiality agreement which requires no-disclosure of Confidential Information to a third party



# How we keep output translation consistent and correct?



# VANTIN PROACTIVE TRANSLATION PROCESS

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<b>Client</b>	- Source materials - Requirements - References	- <b>Check</b> terms and draft translation - <b>Respond</b> to inquiries	- <b>Confirm</b> the translation - <b>Confirm</b> terminology	- <b>Final check</b> (layout, typos, etc.)
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<b>VanTin Int.</b>	- <b>Schedule</b> - <b>Project team</b>	- <b>Create Terminology</b> - <b>Note down</b> Inquiries	- <b>Apply</b> changes - <b>Edit/Proof</b> translation	- <b>Restore</b> translation layout - <b>QC</b> layout
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- Client shall check terminology and translation as well as control the overall process in real time.
- Vantin shall recognize and make modification upon comments, requirement of client in real-time to ensure quality and process of projects.
- Vantin shall ensure the communication process between Client and Project teams to keep all requirements being conformed and applied



# PAST COMPLETED PROJECTS

No	Description	Quantity	Expertise
<b>LOCALIZATION/IT</b>			
01	Provide <b>localization Service</b> for Trollbead and its Franchisor for their website (English-Vietnamese)	160 pages	Localization/ website
02	Provide <b>Localization Service</b> for VTC online and VTC games Division (Chinese-Vietnamese)	300 pages + 20 clips	IT
03	Provide localization service for maps application and website for <b>Skyscanner</b> (English-Japanese-Chinese)	60,000 words	IT/ mobile application
04	Provide <b>Localization Service</b> for Intel Vietnam on guideline on Standard Procedure of assembly SoC and Chip on new line (English-Vietnamese).	400 pages	IT-hardware
05	Provide localization/translation service for <b>PTSGI</b> (vendor of HP), Taiwan China for localizing the system, mainly updated information and system commands, etc. (English-Japanese-Chinese)	200,000 words	Localization of system description, QA/QC report, command and updated information
06	Provide localization service to <b>Apota Vietnam</b> on their Appvn application (self-developed application market for android) (Vietnamese – English – Chinese – Japanese)	60.000 words	Mobile application/ website
<b>EDUCATION AND TRAINING</b>			
01	Supply translation service to <b>Hanoi Colleges of Industrial Vocation Training</b> on training materials, (Vietnamese – English – Korean)	3500 pages	Textbook, practice book, legal frame of Korean for Supervisor on safety management
02	Supply translation service to <b>O'learys Vietnam</b> , the No.1 Sport bar on Cuisine and service training material	350 pages	Guidance on preparing and serving dishes at highest standards of the Restaurant.
03	Supply translation service to <b>Ton Truong Thang Trading Company</b> on internal training material	830 pages	Technical training materials
04	Supply translation service to <b>University of Labor and Social Affairs, HCMC Branch</b> (Viet-Laos)	420 pages and 52 interpretation sessions	Supply translation service for textbook of training course for Government Officers of Laos plus interpretation sessions
05	Supply Translation service to Hanoi Battery Joint Stock Company (English-Vietnamese-Laos)	50 pages	Sales procedure training materials
06	Supply translation service to Foreign Affairs Department,	105 pages	Reports on training results





Ministry of Agriculture (Viet-Laos)

between Vietnam and Laos on aquaculture.

## LEGAL

01	Provide Translation Service for <b>TrollBeads</b> , the Luxury Jewelry branch (English – Vietnamese)	280 pages	Legal regulation on franchising
02	Provide Translation service on ISO process and internal regulation for <b>Shoe Fabric</b> (English – Vietnamese)	300 pages	Internal regulation of safety
03	Provide Translation service on legal document, circulars of Assets and Financial Management for <b>Hoya Glass Disk</b> (Japanese – English – Vietnamese)	200 pages	Regulation, dispatch and other decision...
04	Provide translation service to <b>LNG Joint venture of Tokyo Gas</b> in Vietnam (English – Vietnamese)	500 pages	The Article of Corporation, regulations on establish new business affiliates and other related materials.
05	Provide translation service to <b>ATS Law firm</b> (English-German-French-Spanish-Japanese-Vietnamese)	600 pages	Various type of document that support client in their legal matter
06	Provide translation service and proofread service to <b>Brighton and Lighton International</b> (English-Vietnamese)	150 pages	Legal profile and criminal records of individuals
07	Provide translation service to CPS Legal LLC (French-Spanish-Vietnamese)	200 pages	Personal Legal profile/ records
08	Provide translation service to <b>Five Star Law Firm</b> (English – Vietnamese)	200 pages	Investment profile and procedure

## AUTOMOBILE/ AUTOMOBILE MARKETING

01	Provide translation service to <b>Mercedes Vietnam (English – Vietnamese)</b>	2200 pages	Service Manuals for Truck
02	Provide Translation and DTP service for <b>Suzuki Vietnam</b> (via <b>Yamagata Vietnam</b> ) (English-Japanese-Vietnamese)	3500 Pages	Shop Manual, Owner Manual for motorbike, automobile
03	Provide translation and Proofread service for Honda Vietnam (English-Vietnamese)	300 pages	Assembly Guidance, Guideline to technician - Motorbike
04	Provide Translation and Back Translation service for <b>Creative Culture</b> – UK based LSP (English-Vietnamese)	120 pages	Marketing materials for luxury automobile branches (Audi, Mercedes-Benz)
05	Provide translation and DTP service for <b>FLE Singapore (via FLE Vietnam)</b> – LSP and Printing agency (English-Vietnamese)	400 pages	Technician handbook – Caterpillar

## TOURISM/ TRAVEL



01	Provide Translation service to localize website of <b>Booking.com</b> and their related materials via another agency (English-Japanese-Vietnamese)	120000 words	Website, guideline, description information
02	Provide translation service to <b>AsiaStar</b> , mainly localizing their website and terms and conditions (Vietnamese-English)	45000 words	Website, legal document
03	Provide translation service to Golf Course construction project of <b>Ministry of Culture, Sports and Tourism</b> (Vietnamese-English)	70000 words	Project instruction, descriptions and explanation
04	Provide translation and subtitling service to <b>VTV2 channel of Vietnam National Television (VTV)</b> on programs of Discovery Channel and National Geographic channels	80 hours of video	Different programs of traveling and discovery
05	Provide translation service to localize website of <b>Hotelbed.com</b> (working via another agency, language combination of English-Japanese)	50000 words	Website content, tourism information

### INTERIOR/EXTERIOR FURNITURE

01	Provide translation and DTP service for <b>Ardeco Architecture and Construction Investment JSC (Vietnamese – Korean – English)</b>	190 pages	Catalog/ Capacity profile
02	Provide translation service to <b>Petroleum Interior Decoration SJC</b> (Vietnamese-Korean-Japanese-English)	60 pages	Catalog
03	Provide localization service to <b>Hoaphat Interior SJC – Hoa Phat group</b> ( English - Vietnamese)	130 pages	Technical specification, manual
04	Provide Translation + Interpretation service to <b>Nha Dep Home Furnishing</b> (English-Korean-Chinese-Vietnamese)	40 pages + interpretation	Catalog, trading and commercial meeting interpretation

### TECHNICAL/MANUFACTURING

01	Supply translation service to <b>Ta Niet Hydropower Jsc.</b> , (English – Vietnamese)	600 pages	Technical profile of machine, accessories and supporting device for hydropower plant and other electrical equipment.
02	Supply translation to <b>Dong Anh steel structure and construction joint stock company</b> on construction machine. (Vietnamese-English)	300 pages	Catalog and technical specification of Bride crane, crane for Son La Hydropower Plant and Damen Song Cam Shipyard.
03	Supply translation service to <b>Power Engineering</b>	400 pages	Technical Improvement



	<b>Consulting Joint-stock Co., I, Thai Binh Thermal Power Plant 2 (Vietnamese-English)</b>		Proposal and standard safety regulation on operation.
<b>04</b>	Supply Translation, TM maintaining and DTP service for DMG <b>MoriSeiki Japan</b> (Japanese – English – Vietnamese)	300 pages	Catalog on new series, technical specification and safety standards.
<b>05</b>	Supply Translation service for <b>The Industrial Vocational Colleges of Hanoi</b> (Korean - Vietnamese)	1200 pages	Training material, and workbook for safety management
<b>06</b>	Supply Translation service on technical proposal for <b>Colimex, and Tapuco</b> (Vietnamese-Korean-English-Japanese)	450 pages	Construction/Technical
<b>07</b>	Supply <b>Translation service</b> on technical document for <b>HOYA GLASS DISK</b> (Japanese – Vietnamese – English)	210 pages	Technical
<b>08</b>	Supply <b>Translation service</b> for <b>FCC Vietnam</b> (Japanese – English – Vietnamese)	900 pages	Assembling procedure/ quality and safety management
<b>09</b>	Supply <b>Translation service</b> to <b>Komatsu Vietnam</b> on Service manual and Shop Manual (Japanese – English – Vietnamese)	1200 pages	Engineering and Manufacturing
<b>10</b>	Provide translation service to <b>Thanh Tung</b> Audio (English – Vietnamese)	300 pages	User manual for different model of hi-end amply and DAC.
<b>11</b>	Provide translation and DTP service to <b>Brother Vietnam</b> (English – Vietnamese)	120 pages	Translation Online manual for printer and creating e-book
<b>12</b>	Provide translation service to <b>Schaeffler Vietnam Co.,Ltd</b> (English – Vietnamese)		ISO standard procedure, working guideline...
<b>13</b>	Provide translation service to <b>Licogi 16 M&amp;C Joint Stock Company (Licogi 16 MC)</b> (Vietnamese – English)		Technical profile and proposal.
<b>14</b>	Provide translation service to <b>RKW Lotus Ltd. Vietnam</b> (English – Vietnamese)		Technical and safety standard for consumer packaging
<b>15</b>	Provide translation service to <b>Thyssenkrupp AG Vietnam</b>		Catalog of mining machines and automotive products

### CHEMICAL/ FOSSIL ENERGY

<b>01</b>	Supply Translation service for Petrol Vietnam Fertilizer and Chemical corporation (English-Chinese-Vietnamese)	600 pages	MSDS documents, technical and chemical characteristics of chemists.
<b>02</b>	Supply Translation/edit service to <b>Trung Thanh oil and petroleum joint stock Company</b> (English-Vietnamese)	230 pages	Dispatch, COCQ, MSDS, law and political document on processing, trading oil and



			related products
03	Supply Translation service to <b>PetroVietnam urban development joint stock company</b> (English-Vietnamese)	150 pages	Petroleum and related products description and application of these products.
04	Supply translation service to <b>PetroVietnam Power Coal Import and Supply Company</b> (English-Vietnamese)	300 pages	MSDS, COCQ and related quality qualification.
05	Supply translation service to <b>Petroleum electrical construction joint stock company</b> (English-Vietnamese)	200 pages	Technical document on applying thermal power on civil construction, technical solution document.
06	Supply translation service to <b>Tokyo Gas pte., and Tokyo Gas in Hanoi</b> (Vietnamese-English)	1000 pages	Regulations on trading and doing business of gas and gas products, application of gas productions in industry

### MEDICAL/HEALTH/ PHARMACEUTICAL

01	Provide translation service to Merck Vietnam (English – Vietnamese)		Clinical trial and researches
02	Supply <b>Translation</b> service for Siberian Health Corporation Vietnam (Russian-English-Vietnamese)	150 pages	Pharmaceutical/ Utilized foods
03	Supply <b>Translation Service</b> for VIETLIFE Medical Private Hospital (English-Vietnamese)	350 pages	Pharmaceutical
04	Supply <b>Translation Service</b> to An Phu Commercial and Healthcare Jsc., Co. (English-Korean-Vietnamese)	400 pages	Clinical study, product instruction
05	Supply <b>Translation Service</b> to Institute of Aviation Medicine (English-Vietnamese)	500 pages	MSDS, Import Documents, Instruction
06	Supply <b>Translation Service</b> to Journal of Practical Medicine (English-Vietnamese)	160 pages	Healthcare study, news.

### Financial Banking/Tax/Accounting

01	Supply <b>Translation service</b> to Ocean Bank on Audit Report and Financial Report for 3 consecutive year of 2012-2014	1200 pages	Financial/Banking
02	Supply <b>Translation service</b> for Bao viet Insurance.	320 pages	Security
03	Supply <b>Translation service</b> on customs sector of the General Department of Customs Offices.	200 pages	Taxation
04	Provide translation service for <b>Deutsche bank</b> , legal	80 pages	Financial report of 3



	department (English – Vietnamese)		consecutive years
<b>05</b>	Provide translation service to <b>KPMG Vietnam</b> (English-Vietnamese)		Dispatch, regulations and other materials

### BOOK/MAGAZINE/ SOCIAL CULTURE

<b>01</b>	Provide <b>Translation service to Viet Van Culture Limited Company</b> on translating and editing books	500 pages	Newspaper/Magazine
<b>02</b>	Provide <b>Translation Service</b> for Sai Gon Cultural Productions Corporation on translating books and magazine	300 pages	Newspaper/Magazine
<b>03</b>	Provide Translation service for <b>Blue Sky team</b> on transcription of varied types of films (English – Chinese – Japanese)	30 hours	Film

### INTERPRETATION

<b>01</b>	Provide assistant service and international conference interpreters to <b>KOICA Vietnam (Yonsei University office in Vietnam)</b>	30 days	Conference/ simultaneous / assistant service
<b>02</b>	Provide Conference and training interpretation service to <b>The Industrial Vocational Colleges of Hanoi</b> upon safety training collaboration programs with Hyundai	3 days	Training/ conference
<b>03</b>	Supply tri-language conference interpretation to <b>Deawon Chemical Vina</b> for meeting between director, manager and client (Korean-Vietnamese-English)	2 days	Conference/ meeting
<b>04</b>	<b>Dong Gia Furniture and Accessories</b> (Noi that Dong gia) (Meeting with Korean client)	2 days	Meeting, Commercial conversation
<b>05</b>	<b>Yamaha and Other Government authorities</b> on registering quality standards	12 sessions	Conference
<b>06</b>	<b>Hung Long Phuoc Production and Construction JSC</b> , Korean Interpretation	6 days	Escort, Site interpretation
<b>07</b>	<b>Lush Entertainment and Event</b> , Korean and Chinese Interpretation	3 days	Conference/ Event
<b>08</b>	Simultaneous interpretation for <b>JY E&amp;C JSC</b> , English, Korean, Vietnamese	20 hours/ 3 sessions	Simultaneous/ Conference
<b>09</b>	<b>Financial Software solutions SJC (FSS)</b> - conference interpretation	5 sessions	Conference
<b>10</b>	<b>Hong Quang International Management Solutions JSC</b> , Online meeting/ Conference on Chinese/Korean and English	2 sessions	Conference/ Simultaneous
<b>11</b>	<b>FCC Vietnam vehicles and accessories</b> – interpretation for	60 sessions	Training - Conference



Japanese Experts and Vietnamese staff			
12	Provide Simultaneous interpretation to the <b>Little Einstein Academy</b> system on early education for children	8 sessions	Conference/ simultaneous
13	Provide Simultaneous interpretation to <b>Expeditors Vietnam Company, Limited</b> for conference on legal frame for investment and import-export of consuming production	4 sessions	Conference/ simultaneous
14	Provide Simultaneous interpretation to <b>Sheraton Hotel</b> for many conferences of different fields varied from tax, legal, ICT, economy, etc.	30 sessions	Conference/ simultaneous
15	Provide simultaneous interpreter to <b>World Bank Vietnam</b> on climate changes and adaptive approaches	4 sessions	Conference/ consecutive
16	Provide simultaneous interpreter to <b>VTF project / AmCham &amp; VCCI</b> on meeting of Vietnam Trade Facilitation Project	4 sessions	Conference/ simultaneous
17	Provide Consecutive interpretation to <b>Australian Government Department of Education &amp; Training</b> on Vocation education and Training Benchmarking	8 Sessions	Workshop/ Consecutive
18	Provide simultaneous interpretation service to <b>IFC Vietnam</b> on International Forum of Improving Corporate Governance Practices in ASEAN	5 sessions	Submit/ simultaneous
19	Provide consecutive interpretation service to <b>SANOVI Vietnam</b> within its partner meeting and workshop	2 sessions	Meeting/ consecutive
20	Provide interpretation services to <b>VSEP Project Office in HCMC</b> on their workshop with the main topic of Vietnam Skills for Employment Projects	11 sessions	Workshop/ simultaneous, consecutive
21	Provide simultaneous interpreter to <b>ID Media - IBM Vietnam</b> for workshop on System X Workshop from Lenovo	2 sessions	Workshop/ simultaneous
22	Provide simultaneous interpreter to <b>VP Bank Vietnam</b> on Town hall meeting of FE Credit	3 sessions	Meeting/ Simultaneous
23	Provide interpretation service to <b>Jolen Consulting Co. / EPICOR</b> on their workshop of EPICOR ERP solutions for Pharmaceutical and Chemical Industries, especially in new-urging and developing economies	4 sessions	Workshop/ simultaneous
24	Provide interpretation service to <b>Johnson &amp; Johnson Vietnam</b> on their training program of Energy for Performance in Life	2 sessions	Training/ Simultaneous

**And hundreds of successful cases, with varied types of interpretation services such as simultaneous, consecutive, whispering, etc. as well as other services such as voice over, dubbing, DTP, translation, etc.**





**Every long journey starts with Trust**

**Above all, Van Tin expects to become a trusted companion of all valued customers and partners on the road to success.**

