



Powered By Professional Linguists



# ABOUT US

LINGVOPEDIA is a language solutions provider with over 18 years of experience offering services across a wide range of domains, including technical, legal, medical, pharmaceutical, financial, academic, marketing, literary, IT & software, e-commerce, manufacturing, engineering, media, and other specialized fields in both technical and non-technical areas.

Our strength lies in our well-networked team of native language professionals, supported by a dedicated in-house team and experienced project managers, who continuously coordinates with our pool of intellectual man power to ensure delivery of quality work within committed time frame. Also, our friendship with technology ensures that the quality of work is not just accurate but also consistent.

LINGVOPEDIA is an ISO 9001:2015 certified company. However, this is not our benchmark. It lies higher among a list of satisfied clients who speak highly of our work, including Eli Lilly, Oxford University Press, HarperCollins, AIIMS, PHFI, Open Apparel Registry, Masuvalley and Partners, Tokyo Office, HYUNDAI, OpenAI, Character.AI, Centre for Chronic Disease Control (CCDC), Anand & Anand, ICICI, Unite Here, Cambridge, Acclaro, TransPerfect, iWords, Deloitte, Airtel, ByteDance, Shardul Amarchand Mangaldas & Co, Trilegal, Sonalika International Tractors Limited, ASOS, Quora, BRICS, Mahindra, NHSRC, J.K. Tyre, Honda, and the Jindal Group, to name a few.

We provide a wide forms of language solutions like translation, interpreting, MTPE (Machine Translation Post Editing), voice-over, subtitle, multi-lingual desktop publishing, transcription and other professional language services. We are a one-stop solution provider for all your language solutions.



# ABOUT US

## Since 2006

Founded by Mr. Rahul Malik, LINGVOPEDIA's positive outlook is to make and create significant & positive difference in the overall language needs of our clients and to become an acclaimed market leader in the field of linguistic services.

## Vision

Our vision is to make and create significant & positive difference in the overall needs of our Users and to become an acclaimed market leader in the field of language solution services.

## Mission

Our mission is to train and engage people & resources of Lingvopedia in providing the highest standard and degree of linguistic solutions to its customers with consistent improvements.



# SERVICES

**We provide the following services in the field of language translation:**

- ✓ Professional Translation & Interpretation Services
- ✓ Multilingual Proofreading and Editing Services
- ✓ Worldwide Multilingual DTP Services
- ✓ Machine Translation Post-Editing Services
- ✓ Professional Content Localization Services
- ✓ Multilingual Transcription Services
- ✓ Multilingual Subtitling Services
- ✓ Multilingual Voice-over Services

## INDIAN LANGUAGES

ASSAMESE | BENGALI | GUJARATI | HINDI | KANNADA | MALAYALAM | MARATHI |  
ORIYA | PUNJABI | TAMIL | TELUGU | URDU

## ASIAN LANGUAGES

CHINESE | INDONESIAN | JAPANESE | KHMER | KOREAN | LAO | MALAGASY |  
NEPALESE | PUSHTO | SINHALESE | SORANI | SYLHETI | THAI

## MIDDLE EAST & EASTERN EUROPEAN LANGUAGES

ALBANIAN | ARABIC | BULGARIAN | CROATIAN | CZECH | ESTONIAN | FARSI |  
HEBREW | HUNGARIAN | KURDISH | MONGOLIAN | POLISH | ROMANIAN |  
RUSSIAN | TAJIK | TURKISH | UZBEK

## EUROPEAN LANGUAGES

DANISH | DUTCH | FINNISH | FRENCH | FLEMISH | GERMAN | GREEK | ICELANDIC |  
ITALIAN | MALTESE | PORTUGUESE | SPANISH | SWEDISH

## AFRICAN LANGUAGES

AFRIKAANS | AMHARIC | SWAHALI | SOMALI | TWI | ZULU



# OUR SEAMLESS TRANSLATION WORK-FLOW

## WORK-ORDER & JOB RECEIVED FROM THE CLIENT

- Source file is received from the client
- Files accepted in all formats including word, PDF, JPEG, DTP Open file or any other format, as required by the client

## MANUAL TRANSLATION DONE BY TRANSLATORS

- File is sent to the translator in word format for translation
- LINGVOPEDIA uses only certified and trusted translators to maintain quality and ensure confidentiality of the document

## FILE RECEIVED AND REVIEWED BY LINGVOPEDIA

- Type setting or formatting changes as-per the job-work requirement are done by a dedicated internal team
- Experts at LINGVOPEDIA provide utmost care and constant monitoring all through the process

## FILE SENT FOR ANOTHER ROUND OF PROOF-READING

- Type-set file is sent to a different translator
- Proof-reading by a different translator ensures elimination of all remaining errors (if any).
- Final translated file is delivered to the client

- However, if client demands for further minor preferential changes, we always welcome the same without any extra charges up to 2 times
- We also assist our clients with authorization formalities of the document on requests.

## Tools That We Use

- M. S Office Outlook
- M. S. Office Word
- M. S. Office Excel
- M. S. Office PowerPoint

- Adobe Software
- Quark Express
- CorelDraw
- Any other software specified by the client on MAC or PC Platforms

- TMS (Translation memory system)
- PMS (Project management system)
- CRM (Client relationship management)

• Any Language • Any Country • Anywhere • Under One Roof



# QUALITY ASSURANCE

At LINGVOPEDIA, we use a sophisticated integration of humans and technology to ensure that the essence of your document is never lost.

Translations done by softwares are literal and not always make sense of the actual thought.

You will **NEVER** have to land into a situation like this gentleman on the right.

LINGVOPEDIA is a certified ISO 9001-2015 certified company.



Unfortunately, the minister's little joke didn't translate well into Ukrainian.



## Certificate of Registration

This is to certify that

### LINGVOPEDIA LANGUAGE SOLUTIONS PRIVATE LIMITED

UG-40, ANSAL CHAMBERS-II, 6, BHICAJI CAMA PLACE, SOUTH DELHI, DELHI, 110066, INDIA.

has been independently assessed by QRO and is compliant with the requirement of:

**ISO 9001:2015**

### Quality Management System

For the following scope of activities:

PROVISION OF PROFESSIONAL MULTILINGUAL LANGUAGE TRANSLATION, INTERPRETATION, VOICEOVER, LOCALIZATION, EDITING AND PROOFREADING SERVICES, TRANSLATOR RECRUITMENT SERVICES, MULTILINGUAL TYPESETTING AND DTP SERVICES, AUDIO-VIDEO TRANSCRIPTION SERVICES, MULTILINGUAL VOICE OVER SERVICES, SUBTITLE SOLUTIONS, MACHINE TRANSLATION AND POST EDITING (MTPE) IN THE MAJOR LANGUAGES OF THE WORLD.

Date of Certification: 14th February 2025

2<sup>nd</sup> Surveillance Audit Due: 13th February 2027

1<sup>st</sup> Surveillance Audit Due: 13th February 2026

Certificate Expiry: 13th February 2028

Certificate Number: 305025021417Q



*Chaman ..*  
Head of Certification

Validity of this certificate is subject to annual surveillance audits to be done successfully on or before 365 days from date of the audit. (In case surveillance audit is not allowed to be conducted: this certificate shall be suspended / withdrawn).

The Validity of this certificate can be verified at [www.qrocert.org](http://www.qrocert.org)

This certificate of registration remains the property of QRO Certification LLP, and shall be returned immediately upon request.

India Office : QRO Certification LLP

142, Hind Floor, Avtar Enclave, Near Paschim Vihar West Metro Station, Delhi-110063, (INDIA)

Website : [www.qrocert.org](http://www.qrocert.org), E-mail : [info@qrocert.org](mailto:info@qrocert.org)

# An ISO 9001-2015 CERTIFIED COMPANY

## Selecting Professional Language Experts & Team

Each project is carefully assigned to professional language experts only by our carefully chosen in-house team. At Lingvopedia, the quality of work is screened and checked manually before beginning to provide any language service. We monitor each and every project with set guidelines as per the project and type of language service.

## Recommending Second Linguist Review or Support

Two pairs of humans are better than one. Seeing the complexity of the documents and the budget, we tell our clients to go for proofreading services by a second translator. If the budget doesn't allow, then we closely monitor feedback ratings left on translations by the client, which allow us to implement the changes on the translated file.

## Implementing Technology

We strive to improve our quality by implementing new technologies related to our services. Simultaneously, we check each and every project to verify the solution is 100% human with maximum use of technology to provide fast and reliable language services.a

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# OUR CLIENTS



Advertisement & Market Research | Business & Aero Space | Legal & Certificates | Software & IT | Automotives & Aerospace | Education & Academics | Real Estate | Business & Finance | Medical & Scientific | Technical & Engineering

And many more. As the space is less...

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# A WORD FROM THE MD

**Dear Customer,**

Greetings!

We are celebrating our 19<sup>th</sup> Anniversary this year. It is really going to be exciting with many new developments at LINGVOPEDIA and in the marketplace this financial year.

The language solutions industry is growing at a rapid pace and LINGVOPEDIA has recorded a community of language specialist in all major languages and also hard working human resources who are making use of all the good technologies and methodologies available that will keep a check on the quality of the end solution.

Looking forward for your confidence in LINGVOPEDIA.

We will continue in our endeavor of creating significant positive difference in the overall language needs.

**Regards,**

**Kamal Malik**

(Managing Director)

Lingvopedia Language Solutions Pvt. Ltd.





# A WORD FROM THE (Overseas Partner)

**Dear Customer,**

As Lingvopedia marks its 19th anniversary this year, I am delighted to share the excitement with you from across the globe.

As an overseas partner, I have witnessed how Lingvopedia has cultivated a strong network of expert professional native linguists in major languages, backed by a committed cutting-edge technology.

I truly appreciate your continued confidence in Lingvopedia, and I look forward to strengthening our relationship in the years to come.

Together, we will keep making a meaningful difference in global language needs.

**Regards,**

**Rahul Malik**

(Overseas Partner Canada)

Lingvopedia Language Solutions Pvt. Ltd.





**LINGVOPEDIA LANGUAGE SOLUTIONS PVT. LTD**

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**THANK YOU**

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