

This is a published notice on the Find a Tender service: <https://www.find-tender.service.gov.uk/Notice/000337-2025>

Not applicable

Court Reporting and Transcription

Ministry Of Justice

F14: Notice for changes or additional information

Notice identifier: 2025/S 000-000337

Procurement identifier (OCID): ocds-h6vhtk-049841

Published 7 January 2025, 1:42pm

Section I: Contracting authority/entity

I.1) Name and addresses

Ministry Of Justice

102 Petty France

LONDON

SW1H9EA

Email

HMCTSReformCommercialTeam@justice.gov.uk

Country

United Kingdom

Region code

UK - United Kingdom

Justification for not providing organisation identifier

Not on any register

Internet address(es)

Main address

<https://www.justice.gov.uk/>

Section II: Object

II.1) Scope of the procurement

II.1.1) Title

Court Reporting and Transcription

Reference number

prj_12945

II.1.2) Main CPV code

- 75231100 - Law-courts-related administrative services

II.1.3) Type of contract

Services

II.1.4) Short description

The Ministry of Justice (MOJ) as the contracting authority intends to run a procurement exercise for the delivery of Court Reporting & Transcription Services (CRT) on behalf of HM Courts & Tribunals Service (HMCTS).

The MOJ are required to record hearings which take place in a variety of Courts. Audio recordings provide a true and accurate record of proceedings and are used, when required, to produce transcripts as an official court record.

It is the intention that all transcription services will be required under a framework agreement, split into the following services:

- 1) Off-Site Transcription Services (OTS), covering all off-site transcriptions
- 2) Attendance Based Transcription Services (ATS), covering court reporting and

stenography, on-site transcription

3) Real-Time Transcription Services (RTS), covering all instantaneous on-site transcription

Estimated Framework Value - £19,350,000

Framework Length - 2 years with an option to extend for up to 12 months.

The Authority plan to award the Framework, then subsequent call off contracts in separate competitions.

The Framework competition will be have 2 lots.

Lot 1 - OTS

Lot 2 - ATS/RTS

Bidders must state which Lot competition they wish to participate. Bidders can participate and be awarded a position in both Lots if they submit successful responses to the tenders.

Mini competitions are being planned following award of the Framework. There are currently 8 contracts that are planned to be awarded. 6 Contracts under Lot 1 and 2 contracts under Lot 2.

Further information about the mini competition will be released in the framework tender.

The planned start date of the Framework tender is 09/10/2024.

Potential bidders should register on the portal at Ministry of Justice Sourcing Portal (bravosolution.co.uk)

To express interest in this event, or if you have any queries, please send an email to [HMCTSReformCommercialTeam@justice.gov.uk] stating:

- Company Name
- Your Name
- Contact Email
- Sourcing Reference Number: prj_12945

The buyer will then contact you when the procurement is live on the e-sourcing portal.

Section VI. Complementary information

VI.6) Original notice reference

Notice number: [2024/S 000-028386](#)

Section VII. Changes

VII.1.2) Text to be corrected in the original notice

Section number

II.1.4

Read

Text

The Ministry of Justice (MOJ) as the contracting authority intends to run a procurement exercise for the delivery of Court Reporting & Transcription Services (CRT) on behalf of HM Courts & Tribunals Service (HMCTS).

The MOJ are required to record hearings which take place in a variety of Courts. Audio recordings provide a true and accurate record of proceedings and are used, when required, to produce transcripts as an official court record.

It is the intention that all transcription services will be required under a framework agreement, split into the following services:

- 1) Off-Site Transcription Services (OTS), covering all off-site transcriptions
- 2) Attendance Based Transcription Services (ATS), covering court reporting and stenography, on-site transcription
- 3) Real-Time Transcription Services (RTS), covering all instantaneous on-site transcription

Estimated Framework Value - £19,350,000 Inc VAT

Framework Length - 2 years with an option to extend for up to 12 months.

The Authority plan to award the Framework, then subsequent call off contracts in separate competitions.

The Framework competition will be have 2 lots.

Lot 1 - OTS

Lot 2 - ATS/RTS

Bidders must state which Lot competition they wish to participate. Bidders can participate and be awarded a position in both Lots if they submit successful responses to the tenders.

Mini competitions are being planned following award of the Framework. There are currently 8 contracts that are planned to be awarded. 6 Contracts under Lot 1 and 2 contracts under Lot 2.

Further information about the mini competition will be released in the framework tender.

The planned start date of the Framework tender is to be determined, the notice will be updated when a specific date can be confirmed.

Potential bidders should register on the portal at Ministry of Justice Sourcing Portal (<https://ministryofjusticecommercial.bravosolution.co.uk/web/login.html?>)

To express interest in this event, or if you have any queries, please send an email to [\[hmctscommercial@justice.gov.uk\]](mailto:hmctscommercial@justice.gov.uk) stating:

- Company Name
- Your Name
- Contact Email
- Sourcing Reference Number: prj_12945

The buyer will then contact you when the procurement is live on the e-sourcing portal.