

This is a published notice on the Find a Tender service: <https://www.find-tender.service.gov.uk/Notice/001864-2026>

Tender

DAR and Transcription services

Scottish Courts and Tribunals Service

F02: Contract notice

Notice identifier: 2026/S 000-001864

Procurement identifier (OCID): ocds-h6vhtk-0602d5

Published 9 January 2026, 1:27pm

The closing date and time has been changed to:

27 February 2026, 12:00pm

See the [change notice](#).

Section I: Contracting authority

I.1) Name and addresses

Scottish Courts and Tribunals Service

Saughton House, Broomhouse Drive

Edinburgh

EH11 3XD

Email

procurement@scotcourts.gov.uk

Country

United Kingdom

NUTS code

UKM - Scotland

Internet address(es)

Main address

<http://www.scotcourtsribunals.gov.uk>

Buyer's address

https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA00396

I.2) Information about joint procurement

The contract is awarded by a central purchasing body

I.3) Communication

Access to the procurement documents is restricted. Further information can be obtained at

<https://www.publictendersscotland.publiccontractsscotland.gov.uk/>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<https://www.publictendersscotland.publiccontractsscotland.gov.uk/>

I.4) Type of the contracting authority

Body governed by public law

I.5) Main activity

General public services

Section II: Object

II.1) Scope of the procurement

II.1.1) Title

DAR and Transcription services

Reference number

SCTS-2025-061

II.1.2) Main CPV code

- 50340000 - Repair and maintenance services of audio-visual and optical equipment

II.1.3) Type of contract

Services

II.1.4) Short description

Provision of Digital Audio Recordings and Transcription Services for the Scottish Courts and Tribunals Service

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.3) Place of performance

NUTS codes

- UKM - Scotland

II.2.4) Description of the procurement

Provision of Digital Audio Recordings and Transcription Services for the Scottish Courts and Tribunals Service. For full details, please go onto

<https://www.publictendersscotland.publiccontractsscotland.gov.uk/>

II.2.5) Award criteria

Quality criterion - Name: Quality / Weighting: 70

Price - Weighting: 30

II.2.7) Duration of the contract, framework agreement or dynamic purchasing system

Duration in months

48

This contract is subject to renewal

Yes

Description of renewals

2 years fixed + 2x 12 month extensions

II.2.10) Information about variants

Variants will be accepted: No

II.2.11) Information about options

Options: No

II.2.13) Information about European Union Funds

The procurement is related to a project and/or programme financed by European Union funds: No

Section III. Legal, economic, financial and technical information

III.1) Conditions for participation

III.1.2) Economic and financial standing

Selection criteria as stated in the procurement documents

III.1.3) Technical and professional ability

Selection criteria as stated in the procurement documents

Section IV. Procedure

IV.1) Description

IV.1.1) Type of procedure

Open procedure

IV.1.8) Information about the Government Procurement Agreement (GPA)

The procurement is covered by the Government Procurement Agreement: Yes

IV.2) Administrative information

IV.2.2) Time limit for receipt of tenders or requests to participate

Originally published as:

Date

13 February 2026

Local time

12:00pm

Changed to:

Date

27 February 2026

Local time

12:00pm

See the [change notice](#).

IV.2.4) Languages in which tenders or requests to participate may be submitted

English

IV.2.6) Minimum time frame during which the tenderer must maintain the tender

Duration in months: 3 (from the date stated for receipt of tender)

IV.2.7) Conditions for opening of tenders

Date

13 February 2026

Local time

12:00pm

Place

<https://www.publictendersscotland.publiccontractsscotland.gov.uk/>

Section VI. Complementary information

VI.1) Information about recurrence

This is a recurrent procurement: No

VI.2) Information about electronic workflows

Electronic invoicing will be accepted

Electronic payment will be used

VI.3) Additional information

The buyer is using PCS-Tender to conduct this ITT exercise. The Project code is 30672.
For more information see:

<http://www.publiccontractsscotland.gov.uk/info/InfoCentre.aspx?ID=2343>

Community benefits are included in this requirement. For more information see:

<https://www.gov.scot/policies/public-sector-procurement/community-benefits-in-procurement/>

A summary of the expected community benefits has been provided as follows:

Please see the technical envelope more further information

(SC Ref:819910)

VI.4) Procedures for review

VI.4.1) Review body

The Scottish Courts and Tribunals Service

Saughton House

Edinburgh

EH11 3XD

Country

United Kingdom

