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Contract

## **The Provision of Sign Language Interpreters**

City of Glasgow College

F03: Contract award notice

Notice identifier: 2024/S 000-002747

Procurement identifier (OCID): ocds-h6vhtk-03a5a2

Published 26 January 2024, 1:54pm

### **Section I: Contracting authority**

#### **I.1) Name and addresses**

City of Glasgow College

190 Cathedral Street

Glasgow

G4 0RF

#### **Email**

[amie.mccrudden@cityofglasgowcollege.ac.uk](mailto:amie.mccrudden@cityofglasgowcollege.ac.uk)

#### **Telephone**

+44 1413755316

#### **Country**

United Kingdom

#### **NUTS code**

UKM82 - Glasgow City

**Internet address(es)**

Main address

<http://www.cityofglasgowcollege.ac.uk/>

Buyer's address

[https://www.publiccontractsscotland.gov.uk/search/Search\\_AuthProfile.aspx?ID=AA00453](https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA00453)

**I.2) Information about joint procurement**

The contract is awarded by a central purchasing body

**I.4) Type of the contracting authority**

Body governed by public law

**I.5) Main activity**

Education

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## **Section II: Object**

### **II.1) Scope of the procurement**

#### **II.1.1) Title**

The Provision of Sign Language Interpreters

Reference number

CS/CoGC/23/25

#### **II.1.2) Main CPV code**

- 79540000 - Interpretation services

#### **II.1.3) Type of contract**

Services

#### **II.1.4) Short description**

City of Glasgow College will be seeking a supplier for the provision British Sign Language Interpreters for all BSL users within the College. This is inclusive of day, weekend and evening students.

#### **II.1.6) Information about lots**

This contract is divided into lots: No

### **II.2) Description**

#### **II.2.2) Additional CPV code(s)**

- 79540000 - Interpretation services

#### **II.2.3) Place of performance**

NUTS codes

- UKM82 - Glasgow City

#### **II.2.4) Description of the procurement**

All service users who use British Sign Language (BSL) at City of Glasgow College will require Sign Language Interpreters (SLI) to access the curriculum and converse with their

lecturers, students, colleagues and peers in a learning environment.

City of Glasgow College may have a requirement, in certain years, for speech to text reporters (also referred to as Electronic Note Takers (ENT)). This requirement may vary from each academic year depending on service user's needs. Over the past four years, the requirement for Speech to Text Reporters has varied from zero (0) to three (3) service users per year.

Further detailed information will be contained within the tender documentation upon release.

#### **II.2.5) Award criteria**

Quality criterion - Name: Linguist Vetting and Selection / Weighting: 10

Quality criterion - Name: Linguist Competency and Quality / Weighting: 20

Quality criterion - Name: Administration and Management / Weighting: 10

Quality criterion - Name: Monitoring and Reviewing Performance / Weighting: 10

Quality criterion - Name: Fair Work Practices / Weighting: 3

Quality criterion - Name: Business Continuity Planning / Weighting: 3

Quality criterion - Name: Equality, Diversity & Inclusion / Weighting: 2

Quality criterion - Name: Global Climate & Ecological Emergency / Weighting: 2

Price - Weighting: 40

#### **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

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## **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.2.1) Previous publication concerning this procedure**

Notice number: [2023/S 000-028989](#)

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## **Section V. Award of contract**

### **Contract No**

CS/CoGC/23/25

A contract/lot is awarded: No

### **V.1) Information on non-award**

The contract/lot is not awarded

Other reasons (discontinuation of procedure)

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## **Section VI. Complementary information**

### **VI.3) Additional information**

In an open tendering procedure prior to any award being made the successful bidder must provide the undernoted certificates, declarations and/or completed questionnaires to evidence their compliance with the relevant questions within the Qualification Questionnaire.

All certificates, declarations and questionnaires can be found within the Attachment area of PCS-T.

Appendix A – Form of Tender;

Appendix B – Freedom of Information;

Appendix C – SUSTAIN Supply Chain Code of Conduct;

Appendix E – PECOS Supplier Adoption Form;

Appendix G - GDPR Assurance Assessment (Processor)

Appendix N – Declaration of Conflict of Interest;

Appendix O – Declaration of Non-Involvement of Human Trafficking;

Appendix P – Declaration of Non-Involvement of Serious Organised Crime;

Appendix Q – Prompt Payment Certificate;

In the case of an open tender this information will not be required to be uploaded and submitted with the bid, but will instead be requested by the College following the conclusion of the evaluation of the Qualification, Technical and Commercial Questionnaires and prior to the award of the tender.

Failure to provide this information or in the event that the information provided does not support or evidence the statements made within the Qualification Questionnaire, will invalidate any bid. In this scenario the College will seek to obtain the relevant information and evidence from the second highest scoring bidder and so on, and upon verification will award the contract to this bidder instead.

The buyer is using PCS-Tender to conduct this ITT exercise. The Project code is project\_25287

For more information see:

<https://www.publictendersscotland.publiccontractsscotland.gov.uk/esop/pts-host/public/pts/web/login.html>

(SC Ref:756370)

## **VI.4) Procedures for review**

### **VI.4.1) Review body**

Glasgow Sheriff and Justice of the Peace Court

1 Carlton Place

Glasgow

G5 9DA

Country

United Kingdom