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Tender

ID 3842055 - Department of Justice (DoJ) - The Provision of Written Translation and Transcription Services and Telephone Interpreting Services to Criminal Justice Organisations (CJOs)

Department of Justice

F02: Contract notice

Notice identifier: 2022/S 000-004562

Procurement identifier (OCID): ocds-h6vhtk-03186e

Published 17 February 2022, 4:15pm

Section I: Contracting authority

I.1) Name and addresses

Department of Justice

C/O 303 Airport Road West

BELFAST

BT3 9ED

Email

Justice.CPD@finance-ni.gov.uk

Country

United Kingdom

NUTS code

UK - United Kingdom

Internet address(es)

Main address

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

Buyer's address

<https://www.finance-ni.gov.uk/topics/procurement>

I.3) Communication

The procurement documents are available for unrestricted and full direct access, free of charge, at

<https://etendersni.gov.uk/epps>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted to the above-mentioned address

I.4) Type of the contracting authority

Regional or local Agency/Office

I.5) Main activity

Public order and safety

Section II: Object

II.1) Scope of the procurement

II.1.1) Title

ID 3842055 - Department of Justice (DoJ) - The Provision of Written Translation and Transcription Services and Telephone Interpreting Services to Criminal Justice Organisations (CJOs)

Reference number

ID 3842055

II.1.2) Main CPV code

- 79530000 - Translation services

II.1.3) Type of contract

Services

II.1.4) Short description

The CPD Justice Sector Category team intends to establish a Contract on behalf of the Bodies within the Criminal Justice Sector, to provide interpretation and translation services to: • Police Service of Northern Ireland (PSNI) • Northern Ireland Prison Service (NIPS) • Public Prosecution Service (PPS) • Probation Board of Northern Ireland (PBNI) • Northern Ireland Courts and Tribunals Service (NICTS) • Department of Justice (DOJ) • Youth Justice Agency (YJA) • Police Ombudsman for Northern Ireland (PONI) • Belfast International Airport Constabulary (BFS) • Belfast Harbour Police • Legal Services Agency NI The Contract will be split in two lots Lot 1 Written Translation and Transcription Services Lot 2 Telephone Interpreting services Each Lot within this Contract will be awarded based on the Most Economically Advantageous Tender. Each lot will be awarded to a single supplier based on the highest ranked tenderer. The Initial Contract period of 3 years plus two one year extension options (5 years in total)

II.1.5) Estimated total value

Value excluding VAT: £2,484,000

II.1.6) Information about lots

This contract is divided into lots: Yes

Tenders may be submitted for maximum number of lots

2

II.2) Description

II.2.1) Title

Lot 1 - Written Translation and Transcription Services

Lot No

1

II.2.2) Additional CPV code(s)

- 79540000 - Interpretation services

II.2.3) Place of performance

NUTS codes

- UKN - Northern Ireland

II.2.4) Description of the procurement

The CPD Justice Sector Category team intends to establish a Contract on behalf of the Bodies within the Criminal Justice Sector, to provide interpretation and translation services to: • Police Service of Northern Ireland (PSNI) • Northern Ireland Prison Service (NIPS) • Public Prosecution Service (PPS) • Probation Board of Northern Ireland (PBNI) • Northern Ireland Courts and Tribunals Service (NICTS) • Department of Justice (DOJ) • Youth Justice Agency (YJA) • Police Ombudsman for Northern Ireland (PONI) • Belfast International Airport Constabulary (BFS) • Belfast Harbour Police • Legal Services Agency NI The Contract will be split in two lots Lot 1 Written Translation and Transcription Services Lot 2 Telephone Interpreting services Each Lot within this Contract will be awarded based on the Most Economically Advantageous Tender. Each lot will be awarded to a single supplier based on the highest ranked tenderer. The Initial Contract period of 3 years plus two one year extension options (5 years in total)

II.2.5) Award criteria

Price is not the only award criterion and all criteria are stated only in the procurement documents

II.2.6) Estimated value

Value excluding VAT: £1,948,100

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

Duration in months

36

This contract is subject to renewal

No

II.2.10) Information about variants

Variants will be accepted: No

II.2.11) Information about options

Options: Yes

Description of options

After the initial contract period, there are 2 options to extend for 1 year each.

II.2.13) Information about European Union Funds

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

II.2) Description

II.2.1) Title

Lot 2 - Telephone Interpreting Services

Lot No

2

II.2.2) Additional CPV code(s)

- 79540000 - Interpretation services

II.2.3) Place of performance

NUTS codes

- UKN - Northern Ireland

II.2.4) Description of the procurement

The CPD Justice Sector Category team intends to establish a Contract on behalf of the Bodies within the Criminal Justice Sector, to provide interpretation and translation services to: • Police Service of Northern Ireland (PSNI) • Northern Ireland Prison Service (NIPS) • Public Prosecution Service (PPS) • Probation Board of Northern Ireland (PBNI) • Northern Ireland Courts and Tribunals Service (NICTS) • Department of Justice (DOJ) • Youth Justice Agency (YJA) • Police Ombudsman for Northern Ireland (PONI) • Belfast International Airport Constabulary (BFS) • Belfast Harbour Police • Legal Services Agency NI The Contract will be split in two lots Lot 1 Written Translation and Transcription Services Lot 2 Telephone Interpreting services Each Lot within this Contract will be

awarded based on the Most Economically Advantageous Tender. Each lot will be awarded to a single supplier based on the highest ranked tenderer. The Initial Contract period of 3 years plus two one year extension options (5 years in total)

II.2.5) Award criteria

Price is not the only award criterion and all criteria are stated only in the procurement documents

II.2.6) Estimated value

Value excluding VAT: £535,900

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

Duration in months

36

This contract is subject to renewal

No

II.2.10) Information about variants

Variants will be accepted: No

II.2.11) Information about options

Options: Yes

Description of options

After the initial contract period, there are 2 options to extend for 1 year each.

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

Date

23 March 2022

Local time

3:00pm

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

Tender must be valid until: 21 July 2022

IV.2.7) Conditions for opening of tenders

Date

23 March 2022

Local time

3:30pm

Section VI. Complementary information

VI.1) Information about recurrence

This is a recurrent procurement: No

VI.3) Additional information

The successful contractor's performance on the contract will be regularly monitored in line with PGN 01/12. Contractors not delivering on contract requirements is a serious matter. It means the public purse is not getting what it is paying for. If a contractor fails to reach satisfactory levels of contract performance they will be given a specified time to improve. If, after the specified time, they still fail to reach satisfactory levels of contract performance, the matter will be escalated to senior management in CPD for further action. If this occurs and their performance still does not improve to satisfactory levels within the specified period, it may be regarded as an act of grave professional misconduct and they may be issued with a Certificate of Unsatisfactory Performance and the contract may be terminated. The issue of a Certificate of Unsatisfactory Performance will result in the contractor being excluded from all procurement competitions being undertaken by Centres of Procurement Expertise on behalf of bodies covered by the Northern Ireland Procurement Policy for a period of twelve months from the date of issue of the certificate."

VI.4) Procedures for review

VI.4.1) Review body

The UK does not have any such bodies with responsibility for appeal/mediation procedures. Instead; any challenges are dealt with by the High Court, Commercial Division, to which proceedings may be issued regarding alleged breaches of the PCR 2015 as amended.

Belfast

Country

United Kingdom

VI.4.3) Review procedure

Precise information on deadline(s) for review procedures

CPD will comply with the Public Contracts Regulations 2015 (as amended) and, where appropriate, will incorporate a standstill period (i.e. a minimum of 10 calendar days) at the point information on the award of contract is communicated to tenderers. That notification will provide full information on the award decision. This provides time for the unsuccessful tenderers to challenge the award decision before the contract is entered into.