

This is a published notice on the Find a Tender service: <https://www.find-tender.service.gov.uk/Notice/004562-2022>

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](mailto: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.