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Contract

## **GSV3583 - ICGS Transcription Services**

Corporate Officer of the House of Commons

UK7: Contract details notice - Procurement Act 2023 - [view information about notice types](#)

Notice identifier: 2026/S 000-007700

Procurement identifier (OCID): ocds-h6vhtk-061124

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### **Scope**

### **Reference**

C2001

### **Description**

Transcription Services for the Independent Complaints and Grievance Scheme

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## **Contract 1. ICGS Transcription Services**

## **Supplier**

- THEBIGWORD GROUP LIMITED

## **Contract value**

- £100,000 excluding VAT
- £120,000 including VAT

Below the relevant threshold

## **Date signed**

20 June 2025

## **Contract dates**

- 1 July 2025 to 31 December 2027
- 2 years, 6 months

## **Main procurement category**

Services

## **CPV classifications**

- 79550000 - Typing, word-processing and desktop publishing services
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## Procedure

### Procedure type

Below threshold - limited competition

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## Supplier

### THEBIGWORD GROUP LIMITED

Brainworks, Unit 4, Royds Close, Leeds, England,

Leeds

LS12 6LL

United Kingdom

Email: [enquiries@thebigword.com](mailto:enquiries@thebigword.com)

Region: UKE42 - Leeds

Small or medium-sized enterprise (SME): No

Voluntary, community or social enterprise (VCSE): No

Contract 1. ICGS Transcription Services

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## Contracting authority

## **Corporate Officer of the House of Commons**

- Public Procurement Organisation Number: PQCD-6982-LPZW

Parliament Square

LONDON

SW1A 0AA

United Kingdom

Email: [pcd@parliament.uk](mailto:pcd@parliament.uk)

Website: <https://www.parliament.uk/>

Region: UKI32 - Westminster

Organisation type: Public authority - central government