

This is a published notice on the Find a Tender service: <https://www.find-tender.service.gov.uk/Notice/011555-2022>

Contract

## **Welsh and English Translation, Transcription & Interpretation Services**

Senedd Cymru / Welsh Parliament

F03: Contract award notice

Notice identifier: 2022/S 000-011555

Procurement identifier (OCID): ocids-h6vhtk-02fb44

Published 4 May 2022, 4:22pm

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

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

Senedd Cymru / Welsh Parliament

Senedd Cymru / Welsh Parliament, Ty Hywel, Cardiff Bay

Cardiff

CF99 1SN

#### **Email**

[helena.grant@senedd.wales](mailto:helena.grant@senedd.wales)

#### **Telephone**

+44 3002006549

#### **Country**

United Kingdom

#### **NUTS code**

UKL22 - Cardiff and Vale of Glamorgan

**Internet address(es)**

Main address

[www.senedd.wales.org/abthome/abt-procurement.htm](http://www.senedd.wales.org/abthome/abt-procurement.htm)

Buyer's address

[https://www.sell2wales.gov.wales/search/Search\\_AuthProfile.aspx?ID=AA0424](https://www.sell2wales.gov.wales/search/Search_AuthProfile.aspx?ID=AA0424)

**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**

Other activity

Devolved Legislation

---

## **Section II: Object**

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

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

Welsh and English Translation, Transcription & Interpretation Services

Reference number

1208

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

- 79530000 - Translation services

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

Services

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

The Senedd is looking to award a framework for Welsh and English Translation, Transcription & Interpretation services that are to be delivered by external providers. The framework will consist of 6 Lots for each type of service required.

The framework will be for a 4 year period and services will be called-off on an as and when basis. The Senedd has no obligation to commission any work under this framework throughout its' duration.

The contract value stated is for the contract as a whole and consists of the services that may be required from each of the Lots over the 4 year contract duration

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

This contract is divided into lots: Yes

#### **II.1.7) Total value of the procurement (excluding VAT)**

Value excluding VAT: £1,300,000

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

#### **II.2.1) Title**

## Simultaneous Interpretation

Lot No

1

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

- 79540000 - Interpretation services

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

NUTS codes

- UKL - Wales

Main site or place of performance

Wales

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

Welsh to English interpretation commissioned by Members of the Senedd or their staff for non-party-political constituency/regional meetings and events and other external, non-party-political meetings and events. Welsh to English interpretation commissioned by the Service for Senedd Commission meetings and events held on the Senedd estate and elsewhere.

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

Quality criterion - Name: Delivery of Service / Weighting: 30

Quality criterion - Name: Tests / Weighting: 40

Price - Weighting: 30

### **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

## **II.2) Description**

### **II.2.1) Title**

Members' constituency work Wales

Lot No

2

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

- 79530000 - Translation services

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

NUTS codes

- UKL - Wales

Main site or place of performance

Wales

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

Members of the Senedd or their support staff will contact the Supplier directly in Welsh or English requesting text translations of various types of documents of varying lengths e.g. letters, surgery notes, posters but more commonly these tend to be shorter requests with a tight deadline. The Supplier will need to have a designated e-mail address and phone number to deal with this work and be available between 9:00 and 17:00 from Monday to Friday.

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

Quality criterion - Name: Delivery of Service / Weighting: 30

Quality criterion - Name: Tests / Weighting: 40

Price - Weighting: 30

### **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

## **II.2) Description**

### **II.2.1) Title**

English > Welsh

Lot No

3

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

- 79530000 - Translation services

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

NUTS codes

- UKL - Wales

Main site or place of performance

Wales

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

General text translation of various lengths but more commonly lengthy committee reports with very tight deadlines.

Research Service blogs or briefs (A brief is a private document produced to facilitate discussions between Members in committee meetings). It also includes suggestions of questions a Member may wish to ask a witness. You will need to be aware that certain sections of a brief will be read in public. Translation of Bills, Explanatory Memoranda, amendments to Bills or other documents of technical content.

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

Quality criterion - Name: Delivery of Service / Weighting: 30

Quality criterion - Name: Tests / Weighting: 40

Price - Weighting: 30

### **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

## **II.2) Description**

### **II.2.1) Title**

Welsh > English

Lot No

4

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

- 79530000 - Translation services

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

NUTS codes

- UKL - Wales

Main site or place of performance

Wales

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

Usually, correspondence sent by external organisations which are translated into English in order to enable staff and/or Members to understand the content.

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

Quality criterion - Name: Delivery of Service / Weighting: 30

Quality criterion - Name: Tests / Weighting: 40

Price - Weighting: 30

### **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

## **II.2) Description**

### **II.2.1) Title**

Record of Tuesday's and Wednesday's Plenary Proceedings (English > Welsh)

Lot No

5

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

- 79530000 - Translation services

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

NUTS codes

- UKL - Wales

Main site or place of performance

Wales

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

Tuesday's Plenary - Fixed rate of 70.00 GBP to be turned around within 2 days of receiving the work.

The work will be sent to the Supplier by 12:00 on Wednesday and will be returned by 12:00 on Friday. The work will be completed in a cloud-based secure portal used for the transcription and publication of the Record.

This lot is subject to change at any time by the Sixth Senedd Commission in response to the changing needs of the Senedd.

Wednesday's Plenary - Fixed rate of 70.00 GBP to be turned around within 2 days of



receiving the work.

The work will be sent to the Supplier by 12:00 on Thursday and will be returned by 12:00 on Monday. The work will be completed in a cloud-based secure portal used for the transcription and publication of the Record.

This lot is subject to change at any time by the Sixth Senedd Commission in response to the changing needs of the Senedd.

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

Quality criterion - Name: Delivery of Service / Weighting: 30

Quality criterion - Name: Tests / Weighting: 40

Price - Weighting: 30

### **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

## **II.2) Description**

### **II.2.1) Title**

Transcription of Plenary or committee meetings

Lot No

6

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

- 79530000 - Translation services

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

NUTS codes

- UKL - Wales

Main site or place of performance

Wales

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

Substantially verbatim transcription from audio-visual files of meetings of the Senedd, to be turned around in five working days. Oral contributions at such meetings may be in Welsh or English. Transcription is required in accordance with the language spoken at the meeting and therefore the transcript will include a mixture of English and Welsh. The transcript must also include the accompanying simultaneous interpretation into English, which is provided by the Senedd's interpreters for Welsh contributions. A recording of both the language spoken in the meeting and the interpretation will be sent to the Supplier.

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

Quality criterion - Name: Delivery of Service / Weighting: 30

Quality criterion - Name: Tests / Weighting: 40

Price - Weighting: 30

#### **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 IV. Procedure**

### **IV.1) Description**

#### **IV.1.1) Type of procedure**

Restricted procedure

#### **IV.1.3) Information about a framework agreement or a dynamic purchasing system**

The procurement involves the establishment of a framework agreement

#### **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: [2021/S 000-029651](#)

---

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

### **Lot No**

2

### **Title**

Members' constituency work Wales

A contract/lot is awarded: Yes

### **V.2) Award of contract**

#### **V.2.1) Date of conclusion of the contract**

29 March 2022

#### **V.2.2) Information about tenders**

Number of tenders received: 7

Number of tenders received from SMEs: 7

Number of tenders received from tenderers from other EU Member States: 0

Number of tenders received from tenderers from non-EU Member States: 0

Number of tenders received by electronic means: 7

The contract has been awarded to a group of economic operators: Yes

#### **V.2.3) Name and address of the contractor**

Testun Cyf

Uned 21, Ty lfor

Caerdydd

CF102TH

Telephone

+44 2920231722

Fax

+44 2920801670

Country

United Kingdom

NUTS code

- UKL22 - Cardiff and Vale of Glamorgan

The contractor is an SME

Yes

**V.2.3) Name and address of the contractor**

Nico

18 Charget Road, Llandaf

Caerdydd

CF51EW

Telephone

+44 7875844478

Country

United Kingdom

NUTS code

- UKL22 - Cardiff and Vale of Glamorgan

The contractor is an SME

Yes

**V.2.3) Name and address of the contractor**

Huw Tegid Roberts

74 Bro Ednyfed

Llangefni

LL777WD

Country

United Kingdom

NUTS code

- UKL - Wales

The contractor is an SME

Yes

**V.2.3) Name and address of the contractor**

Menter a Busnes

Unit 3, Science Park

Aberystwyth

SY233AH

Country

United Kingdom

NUTS code

- UKL - Wales

The contractor is an SME

Yes

**V.2.3) Name and address of the contractor**

Atebol Cyf

Adeiladau'r Fagwyr, Llandre

Aberystwyth

SY245AQ

Telephone

+44 1970832172

Country

United Kingdom

NUTS code

- UK - United Kingdom

The contractor is an SME

Yes

**V.2.4) Information on value of contract/lot (excluding VAT)**

Total value of the contract/lot: £104,000

---

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

### **Lot No**

3

### **Title**

English > Welsh

A contract/lot is awarded: Yes

### **V.2) Award of contract**

#### **V.2.1) Date of conclusion of the contract**

29 March 2022

#### **V.2.2) Information about tenders**

Number of tenders received: 9

Number of tenders received from SMEs: 9

Number of tenders received from tenderers from other EU Member States: 0

Number of tenders received from tenderers from non-EU Member States: 0

Number of tenders received by electronic means: 9

The contract has been awarded to a group of economic operators: Yes

#### **V.2.3) Name and address of the contractor**

Testun Cyf

Uned 21, Ty lfor

Caerdydd

CF102TH

Telephone



+44 2920231722

Fax

+44 2920801670

Country

United Kingdom

NUTS code

- UKL22 - Cardiff and Vale of Glamorgan

The contractor is an SME

Yes

**V.2.3) Name and address of the contractor**

Atebol Cyf

Adeiladau'r Fagwyr, Llandre

Aberystwyth

SY245AQ

Telephone

+44 1970832172

Country

United Kingdom

NUTS code

- UK - United Kingdom

The contractor is an SME

Yes

**V.2.3) Name and address of the contractor**

Huw Tegid Roberts

74 Bro Ednyfed

Llangefni

LL777WD

Country

United Kingdom

NUTS code

- UKL - Wales

The contractor is an SME

Yes

**V.2.3) Name and address of the contractor**

Menter a Busnes

Unit 3, Science Park

Aberystwyth

SY233AH

Country

United Kingdom

NUTS code

- UKL - Wales

The contractor is an SME

Yes

**V.2.3) Name and address of the contractor**

Cwmni Cyfieithu Canna Translations

47 Mayfield Avenue, Victoria Park

Caerdydd

CF51AL

Telephone

+44 2920554567

Country

United Kingdom

NUTS code

- UKL - Wales

The contractor is an SME

Yes

#### **V.2.4) Information on value of contract/lot (excluding VAT)**

Total value of the contract/lot: £360,000

---

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

### **Lot No**

4

### **Title**

Welsh > English

A contract/lot is awarded: Yes

## **V.2) Award of contract**

### **V.2.1) Date of conclusion of the contract**

29 March 2022

### **V.2.2) Information about tenders**

Number of tenders received: 7

Number of tenders received from SMEs: 7

Number of tenders received from tenderers from other EU Member States: 0

Number of tenders received from tenderers from non-EU Member States: 0

Number of tenders received by electronic means: 7

The contract has been awarded to a group of economic operators: Yes

### **V.2.3) Name and address of the contractor**

Testun Cyf

Uned 21, Ty lfor

Caerdydd

CF102TH

Telephone

+44 2920231722

Fax

+44 2920801670

Country

United Kingdom

NUTS code

- UKL22 - Cardiff and Vale of Glamorgan

The contractor is an SME

Yes

### **V.2.3) Name and address of the contractor**

Atebol Cyf

Adeiladau'r Fagwyr, Llandre

Aberystwyth

SY245AQ

Telephone

+44 1970832172

Country

United Kingdom

NUTS code

- UK - United Kingdom

The contractor is an SME

Yes

### **V.2.3) Name and address of the contractor**

Menter a Busnes

Unit 3, Science Park

Aberystwyth

SY233AH

Country

United Kingdom

NUTS code

- UKL - Wales

The contractor is an SME

Yes

**V.2.3) Name and address of the contractor**

Simpson Soft, UK

The Zinc Building, Broadshires Way,, Carterton,

Oxfordshire,

OX181AD

Telephone

+44 1793228866

Country

United Kingdom

NUTS code

- UK - United Kingdom

The contractor is an SME

Yes

**V.2.4) Information on value of contract/lot (excluding VAT)**

Total value of the contract/lot: £40,000

---

**Section V. Award of contract**

**Lot No**

5

**Title**

Record of Tuesday's and Wednesday's Plenary Proceedings (English > Welsh)

A contract/lot is awarded: Yes

**V.2) Award of contract**

**V.2.1) Date of conclusion of the contract**

29 March 2022

**V.2.2) Information about tenders**

Number of tenders received: 4

Number of tenders received from SMEs: 4

Number of tenders received from tenderers from other EU Member States: 0

Number of tenders received from tenderers from non-EU Member States: 0

Number of tenders received by electronic means: 4

The contract has been awarded to a group of economic operators: Yes

**V.2.3) Name and address of the contractor**

Testun Cyf

Uned 21, Ty lfor

Caerdydd

CF102TH

Telephone

+44 2920231722

Fax

+44 2920801670

Country

United Kingdom

NUTS code

- UKL22 - Cardiff and Vale of Glamorgan

The contractor is an SME

Yes

**V.2.3) Name and address of the contractor**

Calan

62a High Street,

Cowbridge

CF717AH

Telephone

+44 1446771345

Fax

+44 1446771545

Country

United Kingdom

NUTS code

- UK - United Kingdom

The contractor is an SME

Yes

**V.2.4) Information on value of contract/lot (excluding VAT)**

Total value of the contract/lot: £560,000

---

**Section V. Award of contract**

**Lot No**

6

**Title**



Transcription of Plenary or committee meetings

A contract/lot is awarded: Yes

## **V.2) Award of contract**

### **V.2.1) Date of conclusion of the contract**

29 March 2022

### **V.2.2) Information about tenders**

Number of tenders received: 3

Number of tenders received from SMEs: 3

Number of tenders received from tenderers from other EU Member States: 0

Number of tenders received from tenderers from non-EU Member States: 0

Number of tenders received by electronic means: 3

The contract has been awarded to a group of economic operators: Yes

### **V.2.3) Name and address of the contractor**

Testun Cyf

Uned 21, Ty lfor

Caerdydd

CF102TH

Telephone

+44 2920231722

Fax

+44 2920801670

Country

United Kingdom

NUTS code

- UKL22 - Cardiff and Vale of Glamorgan

The contractor is an SME

Yes

**V.2.3) Name and address of the contractor**

Epiq Europe Ltd

77 Marsh Wall

London

E149SH

Telephone

+44 7500665283

Country

United Kingdom

NUTS code

- UK - United Kingdom

The contractor is an SME

Yes

**V.2.4) Information on value of contract/lot (excluding VAT)**

Total value of the contract/lot: £50,000

---

**Section V. Award of contract**

**Lot No**

1

## **Title**

Simultaneous Interpretation

A contract/lot is awarded: Yes

### **V.2) Award of contract**

#### **V.2.1) Date of conclusion of the contract**

29 March 2022

#### **V.2.2) Information about tenders**

Number of tenders received: 2

Number of tenders received from SMEs: 2

Number of tenders received from tenderers from other EU Member States: 0

Number of tenders received from tenderers from non-EU Member States: 0

Number of tenders received by electronic means: 2

The contract has been awarded to a group of economic operators: Yes

#### **V.2.3) Name and address of the contractor**

Nico

18 Chargot Road, Llandaf

Caerdydd

CF51EW

Telephone

+44 7875844478

Country

United Kingdom

NUTS code

- UKL22 - Cardiff and Vale of Glamorgan

The contractor is an SME

Yes

**V.2.3) Name and address of the contractor**

Testun Cyf

Uned 21, Ty lfor

Caerdydd

CF102TH

Telephone

+44 2920231722

Fax

+44 2920801670

Country

United Kingdom

NUTS code

- UKL22 - Cardiff and Vale of Glamorgan

The contractor is an SME

Yes

**V.2.4) Information on value of contract/lot (excluding VAT)**

Total value of the contract/lot: £80,000

---

## **Section VI. Complementary information**

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

(WA Ref:120983)

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

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

High Court

Royal Courts of Justice, The Strand

London

WC2A 2LL

Telephone

+44 2079477501

Country

United Kingdom