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Planning

Transcription and Recording Services

General Pharmaceutical Council

UK2: Preliminary market engagement notice - Procurement Act 2023 - [view information about notice types](#)

Notice identifier: 2025/S 000-011947

Procurement identifier (OCID): ocds-h6vhtk-04fa7f ([view related notices](#))

Published 31 March 2025, 11:01am

Scope

Reference

GPhC134

Description

About Us

The General Pharmaceutical Council (GPhC), a not-for-profit organisation established under the Pharmacy Order 2010, is 1 of 13 Health and Social Care Regulators within the United Kingdom. We regulate Pharmacists, Pharmacy Technicians, and pharmacies in Great Britain, and it is our role to ensure that the public receive safe and effective pharmacy care.

At present, we register c.61,000 Pharmacists, c.25,000 Pharmacy Technicians and c.14,000 pharmacy premises; with c.300 employees, alongside c.380 Associates and Partners working to support the enablement of statutory functions under the governance of our Council.

What We Do

- o Protect the public and provide assurance for the receipt of safe and effective care when using pharmacy services.
- o Maintain a register of Pharmacists, Pharmacy Technicians, and pharmacies.
- o Approve and accredit qualifications and training for Pharmacists, Pharmacy Technicians and pharmacy Support Staff
- o Set standards for pharmacy professionals and pharmacies to enter and remain on our register.
- o Request pharmacy professionals and pharmacies provide evidence that they are continuing to meet our standards; including conducting inspections to verify proof/s given.
- o Investigate concerns and where necessary to protect patients and the public, or to uphold public confidence in pharmacy, take action to restrict one's ability to practise.
- o Promote professionalism and support continuous improvement, thus assuring quality and safety of pharmacy.

Total value (estimated)

- £220,000 including VAT

Above the relevant threshold

Contract dates (estimated)

- 11 October 2025 to 10 October 2026
- Possible extension to 10 October 2028
- 3 years

Main procurement category

Services

CPV classifications

- 72317000 - Data storage services
- 72318000 - Data transmission services
- 79530000 - Translation services
- 79540000 - Interpretation services
- 79996100 - Records management

Contract locations

- UKC - North East (England)
- UKD - North West (England)
- UKE - Yorkshire and the Humber
- UKF - East Midlands (England)
- UKG - West Midlands (England)
- UKH - East of England
- UKI - London
- UKJ - South East (England)
- UKK - South West (England)

Engagement

Engagement deadline

11 April 2025

Engagement process description

The GPhC wishes to inform the market of our intention to procure the provision of Transcription and Recording Services.

The purpose of this notice is to raise awareness of our upcoming sourcing activity, gauge accurate levels of market interest, and receive feedback on prospective plans/requirements in advance of the formal procurement process; to be announced through Tender Notice on Find a Tender Service in June 2025.

Scope of services will include the:

1. Provision of high-quality audio recordings.
2. Provision of translation, interpretation, and video recording services (of/for hearings).
3. Supply of Agents -throughout the United Kingdom- to attend hearings.
4. Production and secure email provision of accurate and high-quality transcripts.
5. Redaction and secure email provision of transcripts.
6. Supply accurate management information/reports.

We kindly ask that all interested suppliers submit the attached response form (please see corresponding Planned Procurement Notice) to Anna Kitoki at procurement@pharmacyregulation.org by 17:00 on 11.04.2025.

Please note, any interest shown does not constitute a commitment to participate; and failure to show interest does not restrict suppliers from participating in this and/or any other procurement process run by the GPhC.

Participation

Particular suitability

Small and medium-sized enterprises (SME)

Submission

Publication date of tender notice (estimated)

16 June 2025

Contracting authority

General Pharmaceutical Council

- Public Procurement Organisation Number: PXYR-5513-YMDN

Level 14, One Cabot Square, Canary Wharf

London

E14 4QJ

United Kingdom

Email: procurement@pharmacyregulation.org

Website: <http://www.pharmacyregulation.org>

Region: UKI42 - Tower Hamlets

Organisation type: Public authority - sub-central government