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Planning

## **Transcription Services**

Thames Valley Police

F01: Prior information notice

Prior information only

Notice identifier: 2023/S 000-011978

Procurement identifier (OCID): ocds-h6vhtk-03c452

Published 26 April 2023, 12:54pm

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

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

Thames Valley Police

Police HQ North, Meadow House, The Boulevard, Lang

Kidlington, Oxon

OX5 1NZ

#### **Contact**

Charlotte Thornber

#### **Email**

[charlotte.thornber@thamesvalley.police.uk](mailto:charlotte.thornber@thamesvalley.police.uk)

#### **Country**

United Kingdom

#### **Region code**

UK - United Kingdom

**National registration number**

VAT – GB 180 5571 07

**Internet address(es)**

Main address

<https://thamesvalleypolice.co.uk>

Buyer's address

<https://uk.eu-supply.com/ctm/Company/CompanyInformation/Index/32823>

**I.2) Information about joint procurement**

The contract is awarded by a central purchasing body

**I.3) Communication**

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

[https://uk.eu-supply.com/app/rfq/rwlenrance\\_s.asp?PID=67702&B=BLUELIGHT](https://uk.eu-supply.com/app/rfq/rwlenrance_s.asp?PID=67702&B=BLUELIGHT)

Additional information can be obtained from the above-mentioned address

**I.4) Type of the contracting authority**

Body governed by public law

**I.5) Main activity**

Public order and safety

## **Section II: Object**

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

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

Transcription Services

Reference number

TVP00715

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

- 79530000 - Translation services

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

Services

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

Thames Valley Police is seeking a suitable provider to implement a software solution that will provide a voice to text transcription service to our existing Criminal Justice department.

#### **II.1.5) Estimated total value**

Value excluding VAT: £90,000

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

This contract is divided into lots: No

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

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

- 48100000 - Industry specific software package
- 79540000 - Interpretation services
- 48314000 - Voice recognition software package

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

NUTS codes

- UK - United Kingdom

Main site or place of performance

Thames Valley

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

Thames Valley Police is seeking a suitable provider to implement a solution that will provide a voice to text transcription service to our existing Criminal Justice department.

This could be in the form of software or a managed service that will support the transcription of our customer interviews. The interviews are recorded on digital recording devices and are currently manually transcribed into a written WORD format. We require a solution that removes the manual element of this process so the process becomes fully automated.

We anticipate to run an open procurement process depending on the responses received from this PIN. Bidders may be asked to participate in an engagement exercise and will be asked to demonstrate their offering to TVP. We will ask for reference sites to support our decision making process and would expect the solution to be offered is working effectively in a similar environment.

#### **II.2.14) Additional information**

Additional background information is provided in the downloadable document “TVP00715 Transcription Services” – if you are having issues locating this document, please contact [charlotte.thornber@thamesvalley.police.uk](mailto:charlotte.thornber@thamesvalley.police.uk) to request a copy.

#### **II.3) Estimated date of publication of contract notice**

24 August 2023

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## **Section IV. Procedure**

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

#### **IV.1.8) Information about the Government Procurement Agreement (GPA)**

The procurement is covered by the Government Procurement Agreement: Yes

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## **Section VI. Complementary information**

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

To participate, interested parties (including SMEs, social enterprises, voluntary or community organisation) must be registered on Bluelight with up-to-date contact details to include company name and E mail. The available documents to download are: “TVP00715 Transcription Services PIN Background” and “TVP00715 Transcription Services Questionnaire”. TVP are requesting interested parties complete the questionnaire by 16/06/2023. If you have any issues accessing these documents please contact [charlotte.thornber@thamesvalley.police.uk](mailto:charlotte.thornber@thamesvalley.police.uk).