

This is a published notice on the Find a Tender service: <https://www.find-tender.service.gov.uk/Notice/018474-2021>

Contract

## **Sign Language and Associated Services**

Scottish Parliamentary Corporate Body

F03: Contract award notice

Notice identifier: 2021/S 000-018474

Procurement identifier (OCID): ocds-h6vhtk-02aadc

Published 2 August 2021, 4:05pm

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

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

Scottish Parliamentary Corporate Body

The Scottish Parliament, Procurement Services

Edinburgh

EH99 1SP

#### **Contact**

Euan Muirhead

#### **Email**

[procurement@parliament.scot](mailto:procurement@parliament.scot)

#### **Telephone**

+44 1313486620

#### **Country**

United Kingdom

**NUTS code**

UKM75 - Edinburgh, City of

**Internet address(es)**

Main address

<http://www.parliament.scot>

Buyer's address

[https://www.publiccontractsscotland.gov.uk/search/Search\\_AuthProfile.aspx?ID=AA10284](https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA10284)

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

The contract is awarded by a central purchasing body

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

Other type

Legislative Body

**I.5) Main activity**

Other activity

Devolved Parliament

---

**Section II: Object**

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

**II.1.1) Title**

Sign Language and Associated Services

Reference number

NIC-SER-456

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

- 79540000 - Interpretation services

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

Services

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

The Contractor will provide Sign Language Interpretation services and other associated services. The main requirement is for interpreting for English to/from British Sign Language. The Contractor must provide simultaneous BSL interpreting for parliamentary business as requested. This will be filmed live, broadcast on the BSL Channel on SPTV, and archived. It will also be posted on the Parliament's social media accounts and may be used by other broadcasters either live or later.

The Contractor will also provide other sign languages or supporting services as required. Additional sign languages and communication support services which will be in scope of the Contract, include, but are not limited to:

- Tactile BSL
- Electronic Notetakers
- Speech-to-text reporters
- Lip speakers
- Signalong (Sign-a-long)
- Sign Supported English
- International sign languages such as American Sign Language.

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

This contract is divided into lots: No

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

Value excluding VAT: £100,000

## **II.2) Description**

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

NUTS codes

- UKM75 - Edinburgh, City of
- UKM - Scotland

Main site or place of performance

The Scottish Parliament, Holyrood, Edinburgh, EH99 1SP

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

The Contractor will provide Sign Language Interpretation and associated services.

The objective of this Contract is to enable people living in Scotland who are hard of hearing, D/deaf or Deafblind, or who have other communication support needs, to engage with the Scottish Parliament and participate meaningfully in parliamentary business, public engagement activities and events.

The Contractor will work cooperatively with the SPCB to find a solution to all SPCB sign language requirements. As a minimum, the Contractor will provide the following Services:

- BSL interpreting of First Minister's Questions (FMQs) which are broadcast live and shown to visitors within the Chamber gallery and Main Hall; BSL interpreting of other Parliamentary business, which may also be filmed or broadcast either live or later.
- Interpreting for Scottish Parliament events, including ceremonial events such as the opening of Parliament or engagement events such as the Festival of Politics. Some of these events will also be filmed, broadcast and archived.
- Interpreting and/or other communication support services for witnesses giving evidence to committees
- Interpreting and/or other communication support services for participants in engagement activities including workshops, focus groups, educational sessions, tours, and meetings
- Interpreting and/or other communication support services for visitors to the Scottish Parliament accessing parliamentary services and facilities.

Most requirements are expected to be for interpreting for English to/from British Sign Language. The Contractor must also provide other sign languages or supporting services as required. Additional sign languages and communication support services which will be in scope of the Contract, include, but are not limited to:

- Tactile BSL
- Electronic Notetakers
- Speech-to-text reporters
- Lip speakers
- Signalong (Sign-a-long)
- Sign Supported English
- International sign languages such as American Sign Language. It is understood this may require the Contractor to work with Sub-Contractors or freelancers who don't usually work in Scotland on occasion; all such requirements will be discussed with the Contractor as required.

Parliamentary business and major events will normally be filmed and broadcast live on SPTV. Footage is subsequently made available through the Video Archive on SPTV and posted on the Parliament's YouTube channel. Some requirements may also be broadcast by external broadcasters. Filmed parliamentary business and events that include BSL interpreting will also be posted on the Parliament's BSL Facebook Group and shared through other social media channels. Requirements for live interpreting of parliamentary business which is broadcast will always be in BSL and are expected to be the main requirement of the Contract. The Contractor must be able to provide this Service to a high standard.

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

Quality criterion - Name: Quality / Weighting: 50

Cost criterion - Name: Price / Weighting: 50

#### **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**

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.2.1) Previous publication concerning this procedure**

Notice number: [2021/S 000-009067](#)

---

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

### **Contract No**

NIC-SER-456

A contract/lot is awarded: Yes

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

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

22 July 2021

#### **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: 3

Number of tenders received by electronic means: 3

The contract has been awarded to a group of economic operators: No

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

Deaf Action

Deaf Action, 49-51 Albany Street

EDINBURGH

EH1 3QY

Telephone

+44 7717792371

Country

United Kingdom

NUTS code

- UKM - Scotland

The contractor is an SME

Yes

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

Total value of the contract/lot: £100,000

---

## **Section VI. Complementary information**

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

Please note that there are minimum requirements concerning Cyber Security for this contract to which a pass/fail marking will attach. Bidders will be required to complete an online Supplier Assurance Questionnaire using the Cyber Security Procurement Support Tool (CSPST). A link to CSPST can be found here: <https://cyberassessment.gov.scot>.

The questionnaire will be aligned to a Cyber Risk Profile that has been established for the contract, based on the SPCB's assessment of cyber risk.

Further details can be found in the Tender Invitation Letter. A contract condition for this procurement requires the bidder to comply with minimum security requirements.

(SC Ref:662554)

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

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

Edinburgh Sheriff Court House

Sheriff Court House, 27 Chambers Street

Edinburgh

EH1 1LB

Country

United Kingdom