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Tender

Transcription and Logger services

General Dental Council

F02: Contract notice

Notice identifier: 2023/S 000-021702

Procurement identifier (OCID): ocds-h6vhtk-03ea9c

Published 26 July 2023, 4:05pm

Section I: Contracting authority

I.1) Name and addresses

General Dental Council

37 Wimpole St

UK-UK-London: Legal services.: Legal services.

W1G 8DQ

Contact

Baljinder Besra

Email

procurement@gdc-uk.org

Telephone

+44 2071676000

Country

United Kingdom

Region code

UKI - London

Internet address(es)

Main address

<https://www.gdc-uk.org/>

I.3) Communication

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

<https://www.delta-esourcing.com/tenders/UK-UK-UK-UK-London:-Legal-services.-:Legal-services.-:Translation-services./B8D5CB35VD>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<https://www.delta-esourcing.com/>

Tenders or requests to participate must be submitted to the above-mentioned address

I.4) Type of the contracting authority

Body governed by public law

I.5) Main activity

Other activity

Regulator

Section II: Object

II.1) Scope of the procurement

II.1.1) Title

Transcription and Logger services

Reference number

GDC 2023-022

II.1.2) Main CPV code

- 79530000 - Translation services

II.1.3) Type of contract

Services

II.1.4) Short description

The General Dental Council (GDC) is seeking transcription and logger services to record and transcribe legal hearings that take place over TEAMS. 90% of Fitness to Practise Hearings take place over TEAMS and it is essential to have a recording of these hearings and to produce transcriptions of these logs when required. The initial contract will have a term of 3 years with an option to extend by 2 further years.

II.1.5) Estimated total value

Value excluding VAT: £1,058,000

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.2) Additional CPV code(s)

- 72312100 - Data preparation services
- 79530000 - Translation services
- 72313000 - Data capture services

II.2.3) Place of performance

NUTS codes

- UKI - London

Main site or place of performance

LONDON

II.2.4) Description of the procurement

The GDC is seeking the services of a contractor who can provide transcription and logger services for hearings that take place over Microsoft Teams.

Instructions for tenderers are included in the ITT.

Award criteria are stated in the ITT.

The quality/ finance ratio is 60:40 for evaluation.

II.2.5) Award criteria

Price is not the only award criterion and all criteria are stated only in the procurement documents

II.2.6) Estimated value

Value excluding VAT: £1,058,000

II.2.7) Duration of the contract, framework agreement or dynamic purchasing system

Start date

1 October 2023

End date

31 October 2026

This contract is subject to renewal

Yes

Description of renewals

The contract could be renewed in October 2026. The estimated value of the services covered by the renewal are: Transcription services: £170k Loggers: £253k. The total value shown in this notice includes these estimates.

II.2.10) Information about variants

Variants will be accepted: No

II.2.11) Information about options

Options: Yes

Description of options

There will be an option to extend the contract by 2 years after the initial contract period of 3 years has been completed.

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.2.14) Additional information

To respond to this opportunity please click here: <https://www.delta-esourcing.com/respond/B8D5CB35VD>

Section III. Legal, economic, financial and technical information

III.1) Conditions for participation

III.1.1) Suitability to pursue the professional activity, including requirements relating to enrolment on professional or trade registers

List and brief description of conditions

The conditions are set out in the selection questionnaire and the ITT document.

III.1.2) Economic and financial standing

Selection criteria as stated in the procurement documents

III.1.3) Technical and professional ability

Selection criteria as stated in the procurement documents

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.2.2) Time limit for receipt of tenders or requests to participate

Date

25 August 2023

Local time

11:55pm

IV.2.4) Languages in which tenders or requests to participate may be submitted

English

IV.2.7) Conditions for opening of tenders

Date

28 August 2023

Local time

9:00am

Place

GDC offices in Birmingham and London

Section VI. Complementary information

VI.1) Information about recurrence

This is a recurrent procurement: No

VI.2) Information about electronic workflows

Electronic ordering will be used

Electronic invoicing will be accepted

Electronic payment will be used

VI.3) Additional information

The contracting authority considers that this contract may be suitable for economic operators that are small or medium enterprises (SMEs). However, any selection of tenderers will be based solely on the criteria set out for the procurement.

For more information about this opportunity, please visit the Delta eSourcing portal at:

<https://www.delta-esourcing.com/tenders/UK-UK-UK-UK-London:-Legal-services.-:Legal-services.-:Translation-services./B8D5CB35VD>

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GO Reference: GO-2023726-PRO-23497927

VI.4) Procedures for review

VI.4.1) Review body

General Dental Council

37 Wimpole St

London

W1G 8DQ

Email

procurement@gdc-uk.org

Telephone

+44 2071676000

Country

United Kingdom

Internet address

<https://www.gdc-uk.org/>

VI.4.2) Body responsible for mediation procedures

General Dental Council

London

Country

United Kingdom