This is a published notice on the Find a Tender service: <a href="https://www.find-tender.service.gov.uk/Notice/032446-2025">https://www.find-tender.service.gov.uk/Notice/032446-2025</a>

Tender

## **Transcription and Recording Services**

General Pharmaceutical Council

UK4: Tender notice - Procurement Act 2023 - view information about notice types

Notice identifier: 2025/S 000-032446

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

Published 16 June 2025, 9:00am

### Scope

#### Reference

GPhC134

### **Description**

The GPhC are seeking to procure the provision of Transcription and Recording services.

This Contract will be awarded to 1 Tenderer(s)/Service Provider(s) and scope of services include the:

- 1. Supply of Loggers -throughout the United Kingdom- to attend and record in-person 'Fitness to Practise' hearings.
- 2. Provision and storage of high-quality audio recordings, enabling the production of verbatim transcriptions using current technologies.
- 3. Provision of verbatim 'Fitness to Practise' hearing transcripts.
- 4. Provision of accurate management information/reports on demand for, but not limited

to, usage and expenditure.

The documentation, information and data relating to this procurement exercise is available via the Delta e-sourcing portal; and if not already registered, Tenderers must create an account to respond to this ITT.

Website: <a href="https://www.delta-esourcing.com">https://www.delta-esourcing.com</a>

Access code: J39JUC7N8Q

#### **Total value (estimated)**

- £220,000 excluding VAT
- £220,000 including VAT

Above the relevant threshold

### **Contract dates (estimated)**

- 12 October 2025 to 11 October 2027
- Possible extension to 11 October 2028
- 3 years

Description of possible extension:

The duration of this Contract is 3 years; comprising a 2-year fixed term, with an option to extend for 1 period(s) beyond this, of up to 12 months each.

## Main procurement category

Services

#### **CPV** classifications

- 32342450 Voice recorders
- 32353000 Sound recordings
- 72317000 Data storage services
- 72318000 Data transmission services
- 75231100 Law-courts-related administrative services
- 79996100 Records management

#### **Contract locations**

• UK - United Kingdom

# **Participation**

# Particular suitability

- Small and medium-sized enterprises (SME)
- Voluntary, community and social enterprises (VCSE)

### **Submission**

## **Enquiry deadline**

27 June 2025, 5:00pm

#### **Tender submission deadline**

14 July 2025, 12:00pm

## Submission address and any special instructions

https://www.delta-esourcing.com

## Tenders may be submitted electronically

Yes

# Languages that may be used for submission

English

# **Award decision date (estimated)**

22 August 2025

### Award criteria

Name	Туре	Weighting
Technical Envelope	Quality	60%
Commercial Envelope	Price	40%

## Other information

Conflicts	assessment	prepared/revised
Yes		

### **Procedure**

## **Procedure type**

Open procedure

#### **Documents**

#### **Associated tender documents**

https://www.delta-esourcing.com

Access code: J39JUC7N8Q

# **Contracting authority**

#### **General Pharmaceutical Council**

• Public Procurement Organisation Number: PXRY-5513-YMDN

Level 14, One Cabot Square, Canary Wharf

London

E14 4QJ

United Kingdom

Email: procurement@pharmacyregulation.org

Region: UKI42 - Tower Hamlets

Organisation type: Public authority - sub-central government