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Contract

Provision of a Welsh/English Translation and Interpreting Service

Wrexham County Borough Council

F03: Contract award notice

Notice identifier: 2024/S 000-033029

Procurement identifier (OCID): ocds-h6vhtk-046c17

Published 14 October 2024, 3:55pm

Section I: Contracting authority

I.1) Name and addresses

Wrexham County Borough Council

Commissioning Procurement and Contract Management Unit, Lampbit Street

Wrexham

LL11 1AR

Contact

Julia Pordage-Moore

Email

julia.pordage-moore@wrexham.gov.uk

Telephone

+44 1978292784

Country

United Kingdom

NUTS code

UKL23 - Flintshire and Wrexham

Internet address(es)

Main address

<https://www.wrexham.gov.uk>

Buyer's address

https://www.sell2wales.gov.wales/search/Search_AuthProfile.aspx?ID=AA0264

I.2) Information about joint procurement

The contract is awarded by a central purchasing body

I.4) Type of the contracting authority

Regional or local authority

I.5) Main activity

General public services

Section II: Object

II.1) Scope of the procurement

II.1.1) Title

Provision of a Welsh/English Translation and Interpreting Service

Reference number

Proc-23-325

II.1.2) Main CPV code

- 79530000 - Translation services

II.1.3) Type of contract

Services

II.1.4) Short description

Wrexham County Borough Council is looking to establish a contract with a single Provider for the complete provision of Welsh/English Language Interpretation and Translation services to the Council.

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: £950,000

II.2) Description

II.2.2) Additional CPV code(s)

- 79530000 - Translation services

II.2.3) Place of performance

NUTS codes

- UKL23 - Flintshire and Wrexham

Main site or place of performance

Wrexham County Borough

II.2.4) Description of the procurement

5.2.1 Translation of written documents from English into Welsh

5.2.2 Translation of written documents from Welsh into English

5.2.3 Simultaneous Welsh language (Welsh to English/English to Welsh) interpreting, either via telephone or video.

5.2.4 Establishment and management of a database of work being requested, being undertaken and completed. This database will endeavour to ensure that identical documents submitted separately are not re-translated, and that similar documents can be

identified and the translation needs evaluated to reduce duplication of translation work

5.2.5 Proof-reading and quality control of translated materials

5.2.6 Periodic proof-reading and functionality testing of new and existing digital services to be agreed between the provider and the council.

5.2.7 The Provider will provide these Services, as a minimum, between the hours of 08:45 and 17:15 Monday to Thursday and between 08:45 and 16.45 on Fridays, excluding Bank Holidays.

5.3 The Provider will undertake the translation and proof-reading of documents using its in-house team of translators. The Provider may sub-contract translation work to external translators where necessary, subject to prior agreement by Wrexham and to Clause 16 of this Contract. Any translation work undertaken externally will be considered to be part of the fee and increased or decreased instructions arrangements detailed in Clause 6 below.

5.4 In respect of this Contract, Wrexham's Welsh Language Strategic Officer will coordinate the submission of documents to the Provider (in a manner or format as agreed between the Representatives) and the payment of six-monthly invoices. Compliance with Wrexham's Welsh Language Standards remains the responsibility of Wrexham.

5.5 Wrexham will also ensure so far as possible that duplicated work is not submitted to The Provider for translation.

II.2.5) Award criteria

Quality criterion - Name: Quality / Weighting: 70

Cost criterion - Name: Cost / Weighting: 30

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: [2024/S 000-016764](#)

Section V. Award of contract

Contract No

Proc-23-325

A contract/lot is awarded: Yes

V.2) Award of contract

V.2.1) Date of conclusion of the contract

16 September 2024

V.2.2) Information about tenders

Number of tenders received: 6

Number of tenders received from SMEs: 4

Number of tenders received from tenderers from other EU Member States: 1

Number of tenders received from tenderers from non-EU Member States: 1

Number of tenders received by electronic means: 6

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

V.2.3) Name and address of the contractor

Cardiff Council

County Hall, Atlantic Wharf, Cardiff, CF10 4UW

Cardiff

CF10 4UW

Telephone

+44 7814602357

Country

United Kingdom

NUTS code

- UKL22 - Cardiff and Vale of Glamorgan

The contractor is an SME

No

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

Initial estimated total value of the contract/lot: £950,000

Total value of the contract/lot: £900,000

Section VI. Complementary information

VI.3) Additional information

(WA Ref:145236)

VI.4) Procedures for review

VI.4.1) Review body

High Court

Royal Courts of Justice, The Strand

London

WC2A 2LL

Telephone

+44 2079477501

Country

United Kingdom