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Planning

## **Transcription and Court Reporters (Loggers)Services**

General Dental Council

F01: Prior information notice

Prior information only

Notice identifier: 2023/S 000-037618

Procurement identifier (OCID): ocids-h6vhtk-042909

Published 21 December 2023, 10:06am

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

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

General Dental Council

Wimpole Street

London

W1G 8DQ

#### **Contact**

Erica Williams

#### **Email**

[procurement@gdc-uk.org](mailto:procurement@gdc-uk.org)

#### **Telephone**

+44 2071676000

#### **Country**

United Kingdom

**Region code**

UK - United Kingdom

**Internet address(es)**

Main address

[www.gdc-uk.org](http://www.gdc-uk.org)

Buyer's address

[www.gdc-uk.org](http://www.gdc-uk.org)

**I.3) Communication**

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**

Other activity

Health Regulator

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**Section II: Object**

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

**II.1.1) Title**

Transcription and Court Reporters (Loggers)Services

Reference number

GDC-2023-037

**II.1.2) Main CPV code**

- 79530000 - Translation services

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

Services

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

This Prior Information Notice (PIN) is to give advance notice that the General Dental Council (GDC) intends to undertake a tendering exercise for the provision of Court Reporters (Loggers) and Transcription Services to record and transcribe Fitness to Practise legal hearings. As part of the hearings process it is important that both dental professionals and the General Dental Council have access to recorded audio records and the ability for transcription of the hearings to be available after the proceedings. Any recordings made must cover all the proceedings and be of suitable quality for written transcripts to be produced that may be presented as evidence in court in other regulatory or judicial proceedings including appeals to a higher court. We are looking to engage with the market to inform our thinking in the development of the Invitation to Tender documents. The engagement with the market will be via written and or face to face communication. The GDC will communicate any engagement opportunities via the Delta e-Sourcing portal. You will need to register against this requirement on Delta e-Sourcing to receive any further information on participating in any such engagement. Please see link at section VI.3) below.

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

Value excluding VAT: £1,100,000

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

This contract is divided into lots: No

## **II.2) Description**

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

- 75231100 - Law-courts-related administrative services
- 32342450 - Voice recorders
- 32353000 - Sound recordings

### **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 service provision will cover two key areas: Court Reporters (loggers) Services Around 90% of the GDC's Fitness to Practise Hearings take place remotely over Microsoft Teams or similar technology. In 2022, we commissioned circa 900 court reporter days. Court Reporters Services The provision of fully trained Court Reporters/or regulatory tribunal Loggers with the ability to record medical, dental and judicial or tribunal proceedings. Provision of high-quality audio recording of Fitness to Practise hearing from which a verbatim transcription can be produced utilising current technologies. Reliable, accurate and complete certified recording of the hearing procedure. Attendance of remote hearings Transcription Services In 2022, commissioned circa 60,000 folios. Provide transcripts of audio recordings, ensuring reliable and accuracy of the transcription of hearing proceedings. Transcription services will be required for both remote hearing and hearings held on-site in the GDC's hearing suite (in London). Court Reporters and Transcription Services will be commissioned, as and when required.

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

The purpose of this notice is to notify the market of the GDC's intention to undertake a procurement exercise. The PIN is not a formal request for expressions of interest in tendering for the opportunity. The estimated contract value is based on an initial 3-year contract with the option for the contract to be extended by a further 3 years. The period of increments will be determined by the GDC.

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

5 February 2024

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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

The information provided at II.2.7) Duration of the contract and II.1.5) Estimated total value are subject to change following market engagement. At this time, we are looking to use early market engagement activity to understand more about the market and how it operates, future horizons and inform our thinking on the development of the invitation to tender documents (the scope of services available, pricing, any constraints or opportunities) etc. It should be noted that any information provided on the GDC's current thinking within the pre-procurement stage should be considered indicative in nature and no overall decision on the future solution, technical elements, commercial approach etc has yet been agreed.

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

<https://www.delta-esourcing.com/tenders/UK-UK-London:-Translation-services./Q27Z2WWZ55>

To respond to this opportunity, please click here:

<https://www.delta-esourcing.com/respond/Q27Z2WWZ55>

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