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Contract

## **DHSCFDG - Eljamel Public Inquiry - Transcription Service**

Scottish Government

F03: Contract award notice

Notice identifier: 2025/S 000-063220

Procurement identifier (OCID): ocids-h6vhtk-056593

Published 8 October 2025, 11:51am

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

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

Scottish Government

5 Atlantic Quay, 150 Broomielaw

Glasgow

G2 8LU

#### **Email**

[sarah.galloway2@gov.scot](mailto:sarah.galloway2@gov.scot)

#### **Telephone**

+44 412425466

#### **Country**

United Kingdom

#### **NUTS code**

UKM - Scotland

**Internet address(es)**

Main address

<http://www.scotland.gov.uk>

Buyer's address

[https://www.publiccontractsscotland.gov.uk/search/Search\\_AuthProfile.aspx?ID=AA10482](https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA10482)

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

Body governed by public law

**I.5) Main activity**

General public services

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**Section II: Object**

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

**II.1.1) Title**

DHSCFDG - Eljamel Public Inquiry - Transcription Service

Reference number

CASE/791368

**II.1.2) Main CPV code**

- 79530000 - Translation services

**II.1.3) Type of contract**

Services

**II.1.4) Short description**

The Eljamel Inquiry requires real-time legal transcription services (the “Services”).

#### **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: £750,000

### **II.2) Description**

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

NUTS codes

- UK - United Kingdom

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

The Eljamel Inquiry requires real-time legal transcription services (the “Services”). The Inquiry will hold public hearings at its hearing venue which ordinarily will be broadcast via its website and YouTube channel. At such public hearings, the Inquiry requires real-time, legal transcription services to be performed on its behalf.

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

Quality criterion - Name: Quality / Weighting: 80

Cost criterion - Name: Price / Weighting: 20

#### **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

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## **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: [2025/S 000-042833](#)

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

### **Contract No**

CASE/791368

A contract/lot is awarded: Yes

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

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

30 September 2025

#### **V.2.2) Information about tenders**

Number of tenders received: 1

Number of tenders received from SMEs: 1

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

Number of tenders received from tenderers from non-EU Member States: 0

Number of tenders received by electronic means: 1

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

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

Epiq Europe Ltd

15th Floor, 110 Bishopsgate

London

EC2N 4AY

Telephone

+44 7769757978

Country

United Kingdom

NUTS code

- UKI31 - Camden and City of London

The contractor is an SME

Yes

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

Total value of the contract/lot: £750,000

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## **Section VI. Complementary information**

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

Question Scoring Methodology for Award Criteria outlined in invitation to tender

0 Unacceptable. Nil or inadequate response. Fails to demonstrate an ability to meet the requirement.

1 Poor. Response is partially relevant but generally poor. The response addresses some elements of the requirement but contains insufficient/limited detail or explanation to demonstrate how the requirement will be fulfilled.

2 Acceptable. Response is relevant and acceptable. The response addresses a broad understanding of the requirement but may lack details on how the requirement will be fulfilled in certain areas.

3 Good. Response is relevant and good. The response is sufficiently detailed to demonstrate a good understanding and provides details on how the requirements will be fulfilled.

4 Excellent. Response is completely relevant and excellent overall.

Please note there are minimum requirements regarding two evaluation questions and Cyber Security for this contract. Tenderers must score a minimum of 2 to pass. If they score lower, they will be disqualified from the process and commercial evaluation process.

Tenderers are also asked to confirm:

that they will pay staff that are involved in the delivery of services under the contract, at least the real Living Wage.

they will meet standards on payment of subcontractors

Tenderers who do not pass these questions will not be subject to Commercial Analysis. As a result the tender will not be considered further.

Bidders must complete the SPD (Scotland) to demonstrate adherence to the Exclusion and Selection Criteria for this procurement.

If there are named subcontractors/technicians upon which the bidder will rely to meet the selection criteria, these named parties must complete and reattach the SPD Supplier Response Form attached to SPD.

The buyer is using PCS-Tender to conduct this ITT exercise. The Project code is 29777 and ITT code 60133 For more information see:

<http://www.publiccontractsscotland.gov.uk/info/InfoCentre.aspx?ID=2343>

(SC Ref:812501)

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

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

Edinburgh Sheriff Court

Sheriff Court House, 27 Chambers Street

Edinburgh

EH1 1LB

Country

United Kingdom