

**UK-London: typing services**  
**OJ S 78/2012 21/04/2012**  
**Contract award notice**  
**Services**

**Directive 2004/18/EC**

**Section I: Contracting authority**

---

**I.1. Name and addresses**

Official name: Metropolitan Police Authority  
Postal address: Procurement Services, 8th Floor West, Empress State Building, Lillie Road, Earls Court  
Town: London  
Postal code: SW6 1TR  
Country: United Kingdom  
For the attention of: Steven Collins  
E-mail: [steven.collins@met.police.uk](mailto:steven.collins@met.police.uk)  
Telephone: +44 2071611514  
Fax: +44 2071611403  
**Internet address(es):**  
General address of the contracting authority: [www.met.police.uk](http://www.met.police.uk)  
Address of the buyer profile: [www.bluelight.gov.uk/mps](http://www.bluelight.gov.uk/mps)

**I.2. Type of the contracting authority**

Body governed by public law

**I.3. Main activity**

Public order and safety

**I.4. Contract award on behalf of other contracting authorities**

The contracting authority is purchasing on behalf of other contracting authorities: no

**Section II: Object of the contract**

---

**II.1. Description**

**II.1.1. Title**

The provision of external typing & associated services.

**II.1.2. Type of contract and place of performance or delivery**

Services  
Service category No 27: Other services  
Main site or place of performance: London.  
NUTS code UKI London

**II.1.3. Information about a framework agreement or a dynamic purchasing system (DPS)**

The procurement involves the establishment of a framework agreement

**II.1.4. Short description of the contract or purchase(s)**

The Metropolitan Police Service has a requirement for external typing services. Potential suppliers should be able to provide:

Audio typing.  
Copy typing.  
Form typing.  
Summarising of documents.

The MPA/MPS is seeking through this tendering process to set up a supply framework with suitably capable Contractor(s) to provide these Services for an initial term of 36 months with a unilateral option to extend for further period up to a maximum of 12 months.

**II.1.5. CPV code(s)**

79551000 Typing services, 79500000 Office-support services

**II.1.6. Information about the Government Procurement Agreement (GPA)**

The procurement is covered by the Government Procurement Agreement: no

**II.2. Total value of the contract/lot**

**II.2.1. Total value of the contract/lot**

Value: 2 200 000 GBP  
excluding VAT

---

**Section IV: Procedure**

**IV.1. Type of procedure**

**IV.1.1. Type of procedure**

Restricted

**IV.2. Award criteria**

**IV.2.1. Award criteria**

The most economically advantageous tender in terms of

**IV.2.2. Information about electronic auction**

An electronic auction has been used: no

**IV.3. Administrative information**

**IV.3.1. File reference number attributed by the contracting authority**

SS3/08/141

**IV.3.2. Previous publication concerning this procedure**

**Contract notice**

Notice number in the OJ S: [2011/S 27-044474](#) of 9.2.2011

---

**Section V: Award of contract**

Contract No: SS3/08/141

Lot title: Provision of typing & associated services.

**V.1. Date of conclusion of the contract**

18.10.2011

**V.2. Information about tenders**

Number of tenders received: 8

**V.3. Name and address of the contractor**

Official name: Mendip Media Group  
Postal address: 3 Chinon Court Lower Moor Way  
Town: Tiverton  
Postal code: EX16 6SS  
Country: United Kingdom

**V.4. Information on value of the contract/lot**

**V.5. Information about subcontracting**

Contract No: SS3/08/141

Lot title: Provision of typing & associated services.

**V.1. Date of conclusion of the contract**

18.10.2011

**V.2. Information about tenders**

Number of tenders received: 8

**V.3. Name and address of the contractor**

Official name: Optimum Typing Services  
Postal address: Ash House Fairfield Avenue  
Town: Staines  
Postal code: TW18 4AB  
Country: United Kingdom

**V.4. Information on value of the contract/lot**

**V.5. Information about subcontracting**

Contract No: SS3/08/141

Lot title: Provision of typing & associated services.

**V.1. Date of conclusion of the contract**

18.10.2011

**V.2. Information about tenders**

Number of tenders received: 8

**V.3. Name and address of the contractor**

Official name: Servoca Plc  
Postal address: 41 Whitcomb Street  
Town: London  
Postal code: WC2H 7DT  
Country: United Kingdom

**V.4. Information on value of the contract/lot**

**V.5. Information about subcontracting**

Contract No: SS3/08/141

Lot title: Provision of typing & associated services.

**V.1. Date of conclusion of the contract**

18.10.2011

**V.2. Information about tenders**

Number of tenders received: 8

**V.3. Name and address of the contractor**

Official name: Wordwave International trading as Merrill Legal Solutions

Postal address: 101 Finsbury Pavement

Town: London

Postal code: EC2A 1ER

Country: United Kingdom

**V.4. Information on value of the contract/lot****V.5. Information about subcontracting**

Contract No: SS3/08/141

Lot title: Provision of typing & associated services.

**V.1. Date of conclusion of the contract**

18.10.2011

**V.2. Information about tenders**

Number of tenders received: 8

**V.3. Name and address of the contractor**

Official name: Transcription Global Ltd

Postal address: 25 Winckley Square

Town: Preston

Postal code: PR2 3YR

Country: United Kingdom

**V.4. Information on value of the contract/lot****V.5. Information about subcontracting****Section VI: Complementary information**

---

**VI.1. Information about European Union funds**

The procurement is related to a project and/or programme financed by European Union funds:

no

**VI.2. Additional information****VI.3. Procedures for review****VI.3.1. Review body**

Official name: Metropolitan Police Authority

Postal address: Procurement Services, 8th Floor West, Empress State Building, Lillie Road, Earls Court

Town: London

Postal code: SW6 1TR

Country: United Kingdom

E-mail: [steven.collins@met.police.uk](mailto:steven.collins@met.police.uk)

Telephone: +44 2071611514

**VI.3.2. Review procedure****VI.3.3. Service from which information about the review procedure may be obtained****VI.4.**

**Date of dispatch of this notice**

19.4.2012