



06/07/2022

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Email: [information.governance@citb.co.uk](mailto:information.governance@citb.co.uk)  
[www.citb.co.uk](http://www.citb.co.uk)

Dear [REDACTED]

**Freedom of Information Request: 072022**

Thank you for contacting CITB requesting information under the Freedom of Information Act (FOIA). Your email, dated 8th July 2022, asked for the following information:

I would be most grateful if you would provide me, under the Freedom of Information Act, details in respect to the contract below.

Welsh Translation Services:

<https://eur03.safelinks.protection.outlook.com/?url=https%3A%2F%2Fwww.contractsfinder.service.gov.uk%2FNotice%2F59a32cd4-f060-425f-9165-ca3411355f2c&data=05%7C01%7Cinformation.governance%40citb.co.uk%7C15deb95ff27e4ca366c308da494836e9%7Ce32fcd1bebe44ebbe1cef4700387163%7C0%7C0%7C637902871760219424%7CUnknown%7CTWFpbGZsb3d8eyJWljojMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTil6Ik1haWwiLCJXVCi6Mn0%3D%7C3000%7C%7C%7C&sdata=p8e0dzst3xCYq1fM4PX7SN11x7myazvFB%2FHRPrFABa8%3D&reserved=0>

The details we require are:

1. What are the contractual performance KPI's for this contract?
2. Suppliers who applied for inclusion on each framework/contract and were successful & not successful at the PQQ & ITT stages
3. Actual spend on this contract/framework (and any sub lots), from the start of the contract to the current date
4. Start date & duration of framework/contract?
5. Could you please provide a copy of the service/product specification given to all bidders for when this contract was last advertised?
6. Is there an extension clause in the framework(s)/contract(s) and, if so, the duration of the extension?
7. Has a decision been made yet on whether the framework(s)/contract(s) are being either extended or renewed?

8. Who is the senior officer (outside of procurement) responsible for this contract?

My response is as follows:

The above contract notice was replaced with the following notice, and our response relates to this newer tender. The new contract started on 1<sup>st</sup> November 2020.

<https://eur03.safelinks.protection.outlook.com/?url=https%3A%2F%2Fwww.contractsfinder.service.gov.uk%2Fnotice%2F7431500d-5f79-4ace-b9bd-4669a08278b9%3Forigin%3DSearchResults%26p%3D1&data=05%7C01%7Ckelly.jones%40citb.co.uk%7Cff67081938f640ff81aa08da49f251ee%7Ce32fcd1bebe44ebbe1cef4700387163%7C0%7C0%7C637903602350729033%7CUnknown%7CTWFpbGZsb3d8eyJWljiMC4wLjAwMDAiLCJQIjoiV2luMzliLCJBTil6lk1haWwiLCJXVCi6Mn0%3D%7C3000%7C%7C%7C&sdata=hgW%2BpbllaNa6TuRA6YVGpdal3jUC%2FpqYZYIVau5pgtE%3D&reserved=0>

1. At a high level the KPI's are based on accuracy and speed of response and resolution to issues
2. There was no PQQ, the new procurement was for a single supplier not a framework. This was an open tender the suppliers who took part were Cymen, calan cyfyngedig, Lingvo House language services limited, King of translations ltd, from to limited, Yazyk Limited
3. The contract spend to date is £36,822
4. 01 November 2020 for 1 year with two options to extend for 12 months at a time, this contract will end on October 31st 2023
5. The tender details are located in Appendix 1, with all of the information
6. Yes, the final extension lasts until 31 October 2023
7. Yes, this has been renewed
8. Kelly Jones

If you are unhappy with this response, or you wish to complain about any aspect of the handling of your request, then you should contact me in the first instance. If informal resolution is not possible and you are still dissatisfied, then you may apply for an independent internal review by contacting Adrian Beckingham, Corporate Performance Director, CITB, Sand Martin House, Bittern Way, Peterborough, PB2 8TY or email [adrian.beckingham@citb.co.uk](mailto:adrian.beckingham@citb.co.uk).

If you remain unhappy following an internal review, you may take your complaint to the Information Commissioner under the provisions of Section 50 of the Freedom of Information Act. Further details of the role and powers of the Information Commissioner can be found on the Commissioners website: <https://ico.org.uk/>

Yours sincerely

Jonathan Francis  
Information Risk & Data Governance Manager