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Tender

Provision for the Facilitation of Citizens Jury

University of Strathclyde

F02: Contract notice

Notice identifier: 2026/S 000-004496

Procurement identifier (OCID): ocds-h6vhtk-060926

Published 19 January 2026, 4:25pm

Section I: Contracting authority

I.1) Name and addresses

University of Strathclyde

Learning & Teaching Building, 49 Richmond Street

Glasgow

G1 1XU

Contact

Ejiro Fajinmi

Email

ejiro.fajinmi@strath.ac.uk

Telephone

+44 7811592949

Country

United Kingdom

NUTS code

UKM82 - Glasgow City

Internet address(es)

Main address

<http://www.strath.ac.uk/>

Buyer's address

https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA00113

I.3) Communication

The procurement documents are available for unrestricted and full direct access, free of charge, at

www.publictendersscotland.publiccontractsscotland.gov.uk

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

www.publictendersscotland.publiccontractsscotland.gov.uk

I.4) Type of the contracting authority

Body governed by public law

I.5) Main activity

Education

Section II: Object

II.1) Scope of the procurement

II.1.1) Title

Provision for the Facilitation of Citizens Jury

Reference number

UOS-37287-2025

II.1.2) Main CPV code

- 79315000 - Social research services

II.1.3) Type of contract

Services

II.1.4) Short description

The University of Strathclyde's Social Work and Social Policy department, through its THRIVING Food Futures research team, seeks a supplier to manage participant recruitment and coordinate the delivery of three citizens' juries, each lasting three days.

II.1.5) Estimated total value

Value excluding VAT: £150,000

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.3) Place of performance

NUTS codes

- UK - United Kingdom

II.2.4) Description of the procurement

The University of Strathclyde's Social Work and Social Policy department, through its THRIVING Food Futures research team, seeks a supplier to manage participant

recruitment and coordinate the delivery of three citizens' juries, each lasting three days.

The supplier will work with the University in the design and recruitment of three, 3-day citizens juries, each with 18-22 participants of diverse backgrounds, across the UK (exact locations to be agreed).

The juries will each hold an initial 2-day (in person) workshop in 2027. This will be followed by 6 online meetings with participants, as a means of maintaining their engagement across 2027-2029, which will be facilitated by the University of Strathclyde. The final day of each jury would be in 2029. The supplier will attend all in-person jury sessions in 2027 and 2029. This design allows jury members to shape some of the research that they will then hear the results of in the final session, which will include policymakers. The purpose is to discuss research and policy recommendations that will enable the UK's food system to help achieve Net Zero targets while also improving population health.

Specific requirements of the contract are to:

- Work with the THRIVING Food Futures (TFF) research team to design the three citizens' juries and to finalise the location details. This will include ensuring each jury has a main facilitator, appropriate expert witnesses, a critical friend, an ethnographer and an administrator. The research team from the University and representatives from others in the group can provide at least 5 people to help with the facilitation, critical friend and note-taking roles. The wider TFF team can provide some expert witnesses.
- Recruit 18-22 participants to each of the three juries, using a mini-public design which ensures that the participants are representative of the local populations in terms of:
 - Gender
 - Ethnicity
 - Age
 - Socio-economic status
 - Political/ideological preferences

A list of shortlisted participants will be provided to the University for review and acceptability no less than 4 weeks prior to each jury

- Process compensation payments to the participants to cover their time and travel. To ensure the process is as inclusive as possible, participants should be given the option to receive payments by bank transfer, cash on the day or vouchers.

The research team can also lead on the recruitment of expert witnesses

The key services to be provided by the supplier include:

- A. Lead responsibility for the identification and booking of a suitable venue for each event
- B. Lead responsibility for the recruitment of participants of diverse backgrounds.
- C. Provide a list of shortlisted participants to the University for review
- D. Lead responsibility for preparing and supporting participants
- E. Supplier attendance at each jury event to welcome and assist participants on-site.
- F. Lead responsibility for processing compensation payments to the participants
- G. Participants will be given the option to receive payment by bank transfer (within one week of the event). Attendance at each jury event is required to process these payments
- H. Assistance with the design and planning of each event.
- I. Assistance with the facilitation of each event.
- J. Lead responsibility for the transcription of audio data recorded at each event and provision of all other data in a format that can be analysed
- K. Lead responsibility for producing a report of each event

II.2.5) Award criteria

Quality criterion - Name: Quality / Weighting: 50%

Price - Weighting: 50%

II.2.6) Estimated value

Value excluding VAT: £150,000

II.2.7) Duration of the contract, framework agreement or dynamic purchasing system

Duration in months

39

This contract is subject to renewal

No

II.2.10) Information about variants

Variants will be accepted: No

II.2.11) Information about options

Options: Yes

Description of options

In line with Regulation 72 - Modification of Contracts During their Term, of the Public Contracts (Scotland) Regulations 2015, this Contract may be modified without a new procurement procedure in accordance with this Part in some cases.

II.2.13) Information about European Union Funds

The procurement is related to a project and/or programme financed by European Union funds: No

II.2.14) Additional information

Economic operators may be excluded from this competition if they are in any of the situations referred to in regulation 58 of the Public Contracts (Scotland) Regulations 2015.

Section III. Legal, economic, financial and technical information

III.1) Conditions for participation

III.1.2) Economic and financial standing

List and brief description of selection criteria

4B.1.2

The bidder should provide its average yearly turnover for the number of financial years specified.

4B.5.1 – 4B.5.3

The bidder confirms they already have or can commit to obtain, prior to the commencement of the contract, the levels of insurance cover indicated in the relevant

Contract Notice (Professional Risk Indemnity Insurance):

The bidder confirms they already have or can commit to obtain, prior to the commencement of the contract, the levels of insurance cover

(Employer's (Compulsory) Liability Insurance):

The bidder confirms they already have or can commit to obtain, prior to the commencement of the contract, the levels of insurance cover For other insurances):

Minimum level(s) of standards possibly required

4B.1.2

Bidders will be required to have an average yearly turnover of GBP300,000 over the last 3 years

4B.5.1 – 4B.5.3

It is a requirement of this contract that bidders can hold or commit to obtain prior to the commencement of any subsequently awarded contract, the types of insurance indicated below

The Contractor shall maintain in force with reputable insurers employer's liability insurance and public liability insurance in the sum of not less than GBP10,000,000 in respect of any one incident and unlimited as to numbers of claims. The Contractor shall maintain in force with reputable insurers professional liability insurance in the sum of not less than GBP2,000,000 in respect of any one incident and unlimited as to numbers of claims.

III.1.3) Technical and professional ability

List and brief description of selection criteria

4C.1.2

Please provide relevant examples of supplies and/or services carried out during the last three years as specified

Minimum level(s) of standards possibly required

Bidders will be required to provide examples (3) that demonstrate that they have the relevant experience to deliver the services as described in part II.2.4 of the Find a Tender Service Contract Notice or the relevant section of the Site Notice. Examples provided should be relevant and proportionate to the procurement exercise.

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.2.2) Time limit for receipt of tenders or requests to participate

Date

18 February 2026

Local time

12:00pm

IV.2.4) Languages in which tenders or requests to participate may be submitted

English

IV.2.7) Conditions for opening of tenders

Date

18 February 2026

Local time

12:00pm

Section VI. Complementary information

VI.1) Information about recurrence

This is a recurrent procurement: No

VI.3) Additional information

The buyer is using PCS-Tender to conduct this ITT exercise.

For more information see:

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

The Project code is 820786.

Economic operators may be excluded from this competition if they are in any of the situations referred to in regulation 58 of the Public Contracts (Scotland) Regulations 2015.

The buyer is using PCS-Tender to conduct this ITT exercise. The Project code is 820786.
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(SC Ref:820786)

VI.4) Procedures for review

VI.4.1) Review body

Glasgow Sheriff Court

Glasgow

Country

United Kingdom