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Tender

The Provision of The Scottish Household Survey and The Scottish Health Survey (2024)

Scottish Government

F02: Contract notice

Notice identifier: 2023/S 000-008043

Procurement identifier (OCID): ocds-h6vhtk-03b466

Published 20 March 2023, 3:30pm

Section I: Contracting authority

I.1) Name and addresses

Scottish Government

4 Atlantic Quay, 70 York St

Glasgow

G2 8EA

Contact

Sophie Stark

Email

sophie.stark@gov.scot

Telephone

+44 1412420133

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

I.2) Information about joint procurement

The contract is awarded by a central purchasing body

I.3) Communication

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

<https://www.publictendersscotland.publiccontractsscotland.gov.uk/esop/pts-host/public/pts/web/login.html>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<https://www.publictendersscotland.publiccontractsscotland.gov.uk/esop/pts-host/public/pts/web/login.html>

Electronic communication requires the use of tools and devices that are not generally available. Unrestricted and full direct access to these tools and devices is possible, free of charge, at

<https://www.publictendersscotland.publiccontractsscotland.gov.uk/esop/pts-host/public/pts/web/login.html>

I.4) Type of the contracting authority

Ministry or any other national or federal authority

I.5) Main activity

General public services

Section II: Object

II.1) Scope of the procurement

II.1.1) Title

The Provision of The Scottish Household Survey and The Scottish Health Survey (2024)

Reference number

CASE/614098

II.1.2) Main CPV code

- 79311000 - Survey services

II.1.3) Type of contract

Services

II.1.4) Short description

The Scottish Government has a requirement to place contracts with an external service provider(s) to deliver the next iteration of the Scottish Household Survey (SHS) and the next iteration of the Scottish Health Survey (SHeS).

II.1.6) Information about lots

This contract is divided into lots: Yes

Tenders may be submitted for all lots

II.2) Description

II.2.1) Title

The Scottish Household Survey (SHS)

Lot No

1

II.2.2) Additional CPV code(s)

- 79311000 - Survey services
- 79311100 - Survey design services
- 79311200 - Survey conduction services
- 79311300 - Survey analysis services
- 79315000 - Social research services

II.2.3) Place of performance

NUTS codes

- UKM - Scotland

II.2.4) Description of the procurement

The SHS was first commissioned in 1998, when devolution preparations had identified a need to improve information sources in Scotland. It has run every year since then, and provides critical information on the characteristics, attitudes and behaviours of the population (social survey), as well as the physical condition of dwellings (physical survey). It is used by the Scottish Government and external stakeholders to inform policy making, evaluation and spending decisions across a wide range of areas, including poverty, housing, transport, local government, public services, internet, sport, culture, natural environment, volunteering, social capital and justice. The survey underpins multiple published performance frameworks (including the National Performance Framework and the Local Government Benchmarking Framework), and enables the monitoring of progress against legislative targets (including fuel poverty and climate change).

II.2.5) Award criteria

Quality criterion - Name: Quality / Weighting: 70

Price - Weighting: 30

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

Duration in months

51

This contract is subject to renewal

Yes

Description of renewals

The Authority reserves the rights to extend the Contract by three optional periods of 12 months.

II.2.10) Information about variants

Variants will be accepted: No

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

II.2) Description

II.2.1) Title

The Scottish Health Survey (SHeS)

Lot No

2

II.2.2) Additional CPV code(s)

- 79311000 - Survey services
- 79311100 - Survey design services
- 79311200 - Survey conduction services
- 79311300 - Survey analysis services
- 79315000 - Social research services

II.2.3) Place of performance

NUTS codes

- UKM - Scotland

II.2.4) Description of the procurement

The SHeS is a large-scale household survey providing information on the health and health-related behaviours of the Scottish population. The survey first ran in 1995 and was repeated in 1998 and 2003 before becoming continuous from 2008 onwards. The survey aims to allow the monitoring of trends over time and to provide results for Health Boards and local authorities and for sub-groups of the population - for example equality groups and by deprivation. The Survey is crucial to understanding changes in population health and health risk factors such as smoking, drug use, alcohol consumption, obesity diet and physical activity over time, to informing policy and demonstrating change. It allows the monitoring of inequalities and provides both national and local level evidence. Our on-going challenges around inequalities, levels of obesity, use of alcohol and drugs and mental health are areas where the evidence from the Scottish Health Survey has been key in helping to make the case for further investment and prioritisation.

II.2.5) Award criteria

Quality criterion - Name: Quality / Weighting: 70

Price - Weighting: 30

II.2.6) Estimated value

Value excluding VAT: £5,700,000

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

Duration in months

51

This contract is subject to renewal

Yes

Description of renewals

The Authority reserves the right to extend the Contract by three optional periods of 12 months.

II.2.10) Information about variants

Variants will be accepted: No

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

II.2.14) Additional information

Should all optional extensions be taken up the full contract value will be circa 13,500,000 GBP

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

Bidders must demonstrate a current ratio of no less than 0.9.

Current ratio will be calculated as follows:

Total Current assets divided by Total Current Liabilities

Minimum level(s) of standards possibly required

Minimum Insurance Levels:

Public Liability Insurance 2,000,000 GBP

Employer's Liability Insurance 5,000,000 GBP

Professional Indemnity Insurance 5,000,000 GBP

Such insurance must be maintained for the duration of the Contract and for a minimum of 5 years following the expiry or termination of the

Contract.

III.1.3) Technical and professional ability

Minimum level(s) of standards possibly required

4C.4 Supply Chain Management and Prompt Payment of subcontractors- Tenderers must provide a statement of the relevant supply chain management and/or tracking systems as detailed within the Single Procurement Document, of the Invitation to Tender document.

III.2) Conditions related to the contract

III.2.3) Information about staff responsible for the performance of the contract

Obligation to indicate the names and professional qualifications of the staff assigned to performing the contract

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

11 May 2023

Local time

12:00pm

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

English

IV.2.6) Minimum time frame during which the tenderer must maintain the tender

Duration in months: 6 (from the date stated for receipt of tender)

IV.2.7) Conditions for opening of tenders

Date

11 May 2023

Local time

1:00pm

Section VI. Complementary information

VI.1) Information about recurrence

This is a recurrent procurement: No

VI.2) Information about electronic workflows

Electronic ordering will be used

Electronic invoicing will be accepted

Electronic payment will be used

VI.3) Additional information

Technical Assessment - Full details of the technical criteria detailed within Invitation to Tender.

Score Definition Description

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. The response is comprehensive, unambiguous and demonstrates a thorough understanding of the requirement and provides details of how the requirement will be met in full.

Please note there are minimum requirements concerning Cyber Security for this contract as set out in the Evaluation and Award Criteria.

Tenderers must also confirm

- they will pay staff that are involved in the delivery of the contract at least the real Living Wage
- they will meet standards on payment of subcontractors

The buyer is using PCS-Tender to conduct this ITT exercise. The Project code is 22585. For more information see:

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

A sub-contract clause has been included in this contract. For more information see:

<http://www.publiccontractsscotland.gov.uk/info/InfoCentre.aspx?ID=2363>

Community benefits are included in this requirement. For more information see:

<https://www.gov.scot/policies/public-sector-procurement/community-benefits-in-procurement/>

A summary of the expected community benefits has been provided as follows:

There is a requirement for the Service Provider to demonstrate commitment to these objectives in the form of a Community Benefits Proposal, which will be performed on a cost-neutral basis.

Some common community benefit themes are:

- targeted recruitment and training for “disadvantaged” persons unemployed for over 6 months
- work placement opportunities for 14-16 year olds-graduate placements.

The Service Provider should ensure there are processes in place to monitor and evaluate the delivery of community benefits, and these should be communicated to the Purchaser in the annual post-fieldwork performance reports (see Schedule 4).

(SC Ref:723546)

VI.4) Procedures for review

VI.4.1) Review body

Edinburgh Sheriff Court and Justice of the Peace Court

27 Chambers Street

Edinburgh

EH11LB

Country

United Kingdom