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Tender

## **Social Research and Analysis Framework**

Scottish Government

F02: Contract notice

Notice identifier: 2024/S 000-015717

Procurement identifier (OCID): ocds-h6vhtk-03ae9d

Published 17 May 2024, 2:19pm

The closing date and time has been changed to:

**18 July 2024, 12:00pm**

See the [change notice](#).

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

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

Scottish Government

Victoria Quay, The Shore

Edinburgh

EH6 6QQ

#### **Contact**

Monika Somerville

#### **Email**

[monika.somerville@gov.scot](mailto:monika.somerville@gov.scot)

**Telephone**

+44 1312447556

**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.3) Communication**

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

<https://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

<https://www.publictendersscotland.publiccontractsscotland.gov.uk>

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>

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

Ministry or any other national or federal authority

## **I.5) Main activity**

General public services

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## **Section II: Object**

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

#### **II.1.1) Title**

Social Research and Analysis Framework

Reference number

CASE/605656

#### **II.1.2) Main CPV code**

- 73110000 - Research services

#### **II.1.3) Type of contract**

Services

#### **II.1.4) Short description**

The Framework Agreement shall cover the provision of Social Research and Analysis across the Core Scottish Government departments. It shall comprise a multi lot/multi supplier agreement with 3 lots: Lot 1 Consultation Analysis, Lot 2 Evaluations, and Lot 3 Research.

#### **II.1.5) Estimated total value**

Value excluding VAT: £15,700,000

#### **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**

Social Research

Lot No

3

### **II.2.2) Additional CPV code(s)**

- 79315000 - Social research services

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

NUTS codes

- UKM - Scotland

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

Work that is required under this lot:

Includes: Primary research (collecting data from people): quantitative, qualitative and mixed methods data collection/fieldwork online; by telephone; face to face. Representative surveys and focus groups. Questions in Omnibus surveys if offered by suppliers. In depth, observational interviews. Public engagement and public panels. Case studies, co-creation, ethnography, narrative analysis, focus groups, lived experience research, deliberative methods. Secondary research (analysis of pre-existing data) qualitative, quantitative and mixed methods data analysis and literature reviews, evidence reviews, systematic reviews, rapid evidence reviews. Data linkage.

Does not include: impact assessment, evaluation, consultation analysis, econometric or financial analysis, modelling.

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

Quality criterion - Name: Framework Management / Weighting: 35%

Quality criterion - Name: Delivery of Services- Call-Off Contracts / Weighting: 45%

Quality criterion - Name: Cyber Security / Weighting: 10%

Quality criterion - Name: Fair Work First / Weighting: 5%

Quality criterion - Name: Community Benefits / Weighting: 5%

Price - Weighting: 30%

#### **II.2.6) Estimated value**

Value excluding VAT: £8,100,000

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

Duration in months

24

This contract is subject to renewal

Yes

Description of renewals

2 x 1 year optional extensions

#### **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**

Consultation Analysis

Lot No

1

### **II.2.2) Additional CPV code(s)**

- 79311300 - Survey analysis services

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

NUTS codes

- UKM - Scotland

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

The Scottish Government runs a large volume of consultations throughout the year - on average, we publish 100 consultations per year. We, thus, have an ongoing requirement for consultation analysis. We wish, therefore, to establish a framework of external suppliers with the experience, skills, and capacity to deliver both quantitative and qualitative analysis of responses to a wide range of government consultations.

Work that is required under this lot:

Includes: Understanding policy background of consultation, receiving, securely storing and classifying consultation responses. Analysis of responses to consultation questions, setting out key issues and nature and level of support for consultation proposals in full report.

Does not include: conducting public consultations or surveys or evaluation of consultation proposals.

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

Quality criterion - Name: Framework Management / Weighting: 35%

Quality criterion - Name: Delivery of Services- Call-Off Contracts / Weighting: 45%

Quality criterion - Name: Cyber Security / Weighting: 10%

Quality criterion - Name: Fair Work First / Weighting: 5%

Quality criterion - Name: Community Benefits / Weighting: 5%

Price - Weighting: 30

### **II.2.6) Estimated value**

Value excluding VAT: £2,100,000

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

Duration in months

24

This contract is subject to renewal

Yes

Description of renewals

2 x 1 year optional extensions

### **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**

Evaluations

Lot No

2

### **II.2.2) Additional CPV code(s)**

- 79419000 - Evaluation consultancy services

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

NUTS codes

- UKM - Scotland

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

The Scottish Government commissions a wide range of evaluation research to support delivering better outcomes for the people of Scotland by understanding which policies and / or programmes work best and why, and how to learn and improve from the implementation and delivery of policies and programmes. Robust monitoring and evaluation ensures that policies benefit the people who they are designed to help. It also provides evidence for the public to better understand the decisions and activities of the Scottish Government, their impact and their value for money.

Work that is required under this lot:

Includes: Process evaluations. Small-scale evaluations (project value limit 65K GBP) including evaluability and impact assessments, logic modelling and theory of change. Economic evaluations. Statutory monitoring work, performance monitoring and reviews of legislative requirements.

Does not include: Experimental / quasi-experimental impact evaluation, horizon scanning, meta-analysis, feasibility studies

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

Quality criterion - Name: Framework Management / Weighting: 35%

Quality criterion - Name: Delivery of Services- Call-Off Contracts / Weighting: 45%

Quality criterion - Name: Cyber Security / Weighting: 10%

Quality criterion - Name: Fair Work First / Weighting: 5%

Quality criterion - Name: Community Benefits / Weighting: 5%

Price - Weighting: 30

## **II.2.6) Estimated value**

Value excluding VAT: £5,500,000

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

Duration in months

24

This contract is subject to renewal



Yes

Description of renewals

2 x 1 year optional extensions

**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

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## **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

The Contractor must effect and maintain with a reputable insurance company:

public liability insurance in the sum of not less than 5 million GBP.

professional indemnity insurance in the sum of not less than 1 million GBP; and

employer's liability insurance in accordance with any legal obligation for the time being in force.

#### **III.1.3) Technical and professional ability**

List and brief description of selection criteria

List and brief description of selection criteria:

SPD 4C.4 -

Bidders must provide a statement of the relevant supply chain management and/or tracking systems used.

SPD 4C.7 -

Bidders will be required to provide evidence that their organisation has taken steps to build their awareness of the climate change emergency and how they will respond.

### **III.2) Conditions related to the contract**

#### **III.2.2) Contract performance conditions**

As stated in the procurement documents

#### **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

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## **Section IV. Procedure**

### **IV.1) Description**

#### **IV.1.1) Type of procedure**

Open procedure

#### **IV.1.3) Information about a framework agreement or a dynamic purchasing system**

The procurement involves the establishment of a framework agreement

Framework agreement with several operators

Envisaged maximum number of participants to the framework agreement: 19

#### **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: [2023/S 000-006546](#)

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

Originally published as:

Date

8 July 2024

Local time

12:00pm

Changed to:

Date

18 July 2024

Local time

12:00pm

See the [change notice](#).

**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

8 July 2024

Local time

12:30pm

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**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**

Virtual Bidder Event will take place via Microsoft Teams on 4th June 2024 11-12.30pm. Additional information in PCS-T 'Bidder Event' Document. To sign up please email [monika.somerville@gov.scot](mailto:monika.somerville@gov.scot)

Collaborative bids and use of sub-contracting will be accepted. In respect of tenders

which include consortia or sub-contractors, it is the lead organisation who completes the tender.

Tenderers who fail to answer “Yes” against questions B & C and/or Tenderers who fail to achieve a technical score of 2 in questions indicated in procurement documents as 'M' will result in tender not being considered any further.

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.

Moderated average score will be given.

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

If there are named subcontractors, these named parties must complete the SPD Supplier Response Form attached to SPD questions 2A.17(if participating in procurement with others) and 2C.1.1 (when relying on capacity of other entities) and 2D.1.2 (when using subcontractors) on PCS-T. If parties have not yet been identified, this information may be required at a later date. Scottish Government reserves the right to request this information from relevant parties.

The buyer is using PCS-Tender to conduct this ITT exercise. The Project code is 25249.  
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:

Bidders will be asked to propose Community Benefits. Further information is included in the procurement documents.

(SC Ref:726847)

## **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