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Planning

Research Consultancy Support

Zero Waste Scotland Ltd

F01: Prior information notice

Prior information only

Notice identifier: 2023/S 000-016587

Procurement identifier (OCID): ocds-h6vhtk-03d57e

Published 12 June 2023, 2:37pm

Section I: Contracting authority

I.1) Name and addresses

Zero Waste Scotland Ltd

Ground Floor, Moray House, Forthside Way

Stirling

FK8 1QZ

Email

procurement@zerowastescotland.org.uk

Telephone

+44 1786433930

Country

United Kingdom

NUTS code

UKM - Scotland

Internet address(es)

Main address

<http://www.zerowastescotland.org.uk/>

Buyer's address

https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA20802

I.3) Communication

Additional information can be obtained from the above-mentioned address

I.4) Type of the contracting authority

Body governed by public law

I.5) Main activity

Environment

Section II: Object

II.1) Scope of the procurement

II.1.1) Title

Research Consultancy Support

II.1.2) Main CPV code

- 73110000 - Research services

II.1.3) Type of contract

Services

II.1.4) Short description

Prior Information Notice to provide advance notification of potential forthcoming contract opportunities to provide Research consultancy services to Zero Waste Scotland.

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.3) Place of performance

NUTS codes

- UKM - Scotland

Main site or place of performance

Subject to individual requirements but likely to be primarily at suppliers place of work.

II.2.4) Description of the procurement

One of the most immediate and urgent societal challenges is to achieve resource efficiency and improve circularity through the adoption of more sustainable practices whilst continuing to adapt to a changing climate.

As Scotland's circular economy and resource efficiency experts, Zero Waste Scotland's goal is to help realise the economic, environmental and social benefits of making the best use of the world's limited natural resources. This includes investigating new and

innovative ways to conserve materials and to cycle materials and products efficiently back into supply chains and the economy.

Working strategically with key partners, including the Scottish Environment Protection Agency (SEPA, the Enterprise Agencies, Scottish Futures Trust (SFT), Skills Development Scotland (SDS) and others to deliver our programmes of work, we make direct interventions to affect change. These interventions are commonly in the form of finance, business support, technical advice, training and competency development, and communications support.

Our Research and Analysis team has a critical role to play in supporting the work of those key partners. With the scoping and development of interventions, we use targeted research and analysis to ensure that relevant, high-quality evidence is available to inform future national and international policy development while also supporting the investment of resources to address the issues in an efficient and cost-effective manner.

To support our strategic aspirations and objectives and provide the Research and Analysis team with access to a greater range of relevant skills and specialisms, we anticipate the need to procure research consultancy services in the following fields:

- Quantitative and qualitative research methodology and methods, including (but not limited to) ethnography, interviews (narrative, life history, semi-structured, unstructured), focus groups, participatory action research, creative methods, and surveys
- Research topic areas may include Co-Design, Behaviour Change, Circular Economy, Waste Systems, Construction and Demolition, Food Systems, Product Stewardship, Just Transition, Economics and Trade, Social Innovation, Social Policy, International Development, and Capacity Building. However, this is just a snapshot to illustrate potential areas of activity and should not be considered an indication of what is or will be planned at any time.

Please visit <https://www.zerowastescotland.org.uk/evidence-insights> for further information on the type of evidence and insights we are responsible for developing.

We have not yet established the most appropriate number, scope or structure of the agreements that will govern any future relationship with a supplier or suppliers for the provision of the identified research consultancy services, or for any other similar services that might be identified after the publication of this Prior Information Notice (PIN). To help identify the most effective contractual arrangements, we intend to host an online Supplier Engagement Event scheduled for 09:30 on Thursday 29 June 2023. This will provide interested parties with further information on:

- the type of research activities we regularly conduct

- how we use the evidence and information gathered to influence and inform the development of projects and programmes of work
- the type of skills, knowledge and experience we are likely to be seeking, and
- how we will use the procurement process to support this.

The event will be hosted using Microsoft Teams and is anticipated will be about ninety (90) minutes in duration, including time for attendees to ask questions of the presenters.

Please visit

<https://events.teams.microsoft.com/event/54d6758b-4a73-42f6-b687-5320fa5e28c7@8eabdcb-d923-4b75-bc60-13cc1a2a0557> to register your interest in attending the Supplier Engagement Event.

II.2.14) Additional information

Future contract opportunities will be advertised via the Public Contracts Scotland web portal and the UKs "Find a Tender System" (FTS) where relevant.

II.3) Estimated date of publication of contract notice

27 October 2023

Section IV. Procedure

IV.1) Description

IV.1.8) Information about the Government Procurement Agreement (GPA)

The procurement is covered by the Government Procurement Agreement: Yes

Section VI. Complementary information

VI.3) Additional information

Zero Waste Scotland anticipates that any future opportunities may be of interest to economic operators who can provide technical support in the identified fields.

Please note that we intend to record the Supplier Engagement Event for the purposes of sharing the same information and all relevant clarifications with prospective suppliers as part of any subsequent procurement process or processes.

Interested parties will also be offered the opportunity to provide further input and insight into the type of information that may help shape the number, value and scope of the contracts we seek to offer and the procurement process or processes that will be used for that purpose. For the avoidance of doubt, all parties who register an interest in this PIN but who are unable to attend the Supplier Engagement Event for any reason will be offered the same opportunity to provide further input and insight.

Further details as to how this input and insight will be facilitated will be provided as part of this PIN at the appropriate time.

While selection criteria for future procurement exercises are yet to be established, suppliers will likely need to demonstrate strong communication skills, a strong sense of social purpose and be open and willing to work on a wider range of topics. Experience of successfully working in a consultancy, research or think tank environment would likely be considered advantageous, as would an expert knowledge in any of the identified fields and / or previous experience of working on projects relating to the circular economy.

Further details on specific requirements for skills, knowledge and experience will be provided as part of any future procurement process or processes undertaken by Zero Waste Scotland for research consultancy services.

NOTE: To register your interest in this notice and obtain any additional information please visit the Public Contracts Scotland Web Site at

https://www.publiccontractsscotland.gov.uk/Search/Search_Switch.aspx?ID=734511.

(SC Ref:734511)