

This is a published notice on the Find a Tender service: <https://www.find-tender.service.gov.uk/Notice/016781-2024>

Tender

## City Survey

Westminster City Council

F02: Contract notice

Notice identifier: 2024/S 000-016781

Procurement identifier (OCID): ocids-h6vhtk-046c24

Published 29 May 2024, 3:18pm

## Section I: Contracting authority

### I.1) Name and addresses

Westminster City Council

64 Victoria Street

London

SW1E 6QP

#### Email

[tenders@westminster.gov.uk](mailto:tenders@westminster.gov.uk)

#### Country

United Kingdom

#### Region code

UKI32 - Westminster

#### Internet address(es)

Main address

[www.capitalesourcing.com](http://www.capitalesourcing.com)

Buyer's address

[www.capitalesourcing.com](http://www.capitalesourcing.com)

### **I.3) Communication**

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

[www.capitalesourcing.com](http://www.capitalesourcing.com)

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

[www.capitalesourcing.com](http://www.capitalesourcing.com)

Tenders or requests to participate must be submitted to the above-mentioned address

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

[www.capitalesourcing.com](http://www.capitalesourcing.com)

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

Regional or local authority

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

General public services

---

## **Section II: Object**

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

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

City Survey

Reference number

P166

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

- 79310000 - Market research services

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

Services

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

This opportunity relates to the procurement of a supplier to manage and deliver the City Survey for Westminster City Council. The contract is planned to commence in September for a period of 2 years, with an option to extend for a further 1 year.

The aim of this opportunity is to procure an organisation to deliver the City Survey. The City Survey is an annual piece of research with the residents of Westminster City Council that has been running since 2009. The research was set up to understand the representative views of residents across a number of topics. This research is shaped by and explores issues related to Council's key priorities including satisfaction with the council, how informed residents feel, engagement & usage of local services, and key concerns for their local areas.

To view the opportunity in full, and details of how to submit a tender, please visit [www.capitaEsourcing.com](http://www.capitaEsourcing.com).

### **II.1.6) Information about lots**

This contract is divided into lots: No

## **II.2) Description**

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

NUTS codes

- UKI32 - Westminster

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

This opportunity relates to the procurement of a supplier to manage and deliver the City Survey for Westminster City Council. The contract is planned to commence in September for a period of 2 years, with an option to extend for a further 1 year.

The aim of this opportunity is to procure an organisation to deliver the City Survey. The City Survey is an annual piece of research with the residents of Westminster City Council that has been running since 2009. The research was set up to understand the representative views of residents across a number of topics. This research is shaped by and explores issues related to Council's key priorities including satisfaction with the council, how informed residents feel, engagement & usage of local services, and key concerns for their local areas.

To view the opportunity in full, and details of how to submit a tender, please visit [www.capitaEsourcing.com](http://www.capitaEsourcing.com).

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

Price is not the only award criterion and all criteria are stated only in the procurement documents

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

Duration in months

36

This contract is subject to renewal

Yes

Description of renewals

2 + 1 year option to extend contract

#### **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

---

## **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

2 July 2024

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

2 July 2024

Local time

12:00pm

---

## **Section VI. Complementary information**

### **VI.1) Information about recurrence**

This is a recurrent procurement: No

### **VI.4) Procedures for review**

#### **VI.4.1) Review body**

Royal Courts of Justice

Strand

London

Country

United Kingdom