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Tender

## **Citizen Assemblies**

Police and Crime Commissioner for Cheshire

F02: Contract notice

Notice identifier: 2024/S 000-019193

Procurement identifier (OCID): ocds-h6vhtk-0471e5

Published 21 June 2024, 2:49pm

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

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

Police and Crime Commissioner for Cheshire

Headquarters, Clemonds Hey, Oakmere Road,

Winsford, Cheshire

CW7 2UA

#### **Contact**

Helen Elliott

#### **Email**

[helen.elliott@cheshire.police.uk](mailto:helen.elliott@cheshire.police.uk)

#### **Telephone**

+44 1606362063

#### **Country**

United Kingdom

**Region code**

UKD6 - Cheshire

**National registration number**

N/A

**Internet address(es)**

Main address

<http://www.cheshire-pcc.gov.uk>

Buyer's address

<https://uk.eu-supply.com/ctm/Company/CompanyInformation/Index/33132>

**I.3) Communication**

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

[https://uk.eu-supply.com/app/rfq/rwlenrance\\_s.asp?PID=82868&B=BLUELIGHT](https://uk.eu-supply.com/app/rfq/rwlenrance_s.asp?PID=82868&B=BLUELIGHT)

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

[https://uk.eu-supply.com/app/rfq/rwlenrance\\_s.asp?PID=82868&B=BLUELIGHT](https://uk.eu-supply.com/app/rfq/rwlenrance_s.asp?PID=82868&B=BLUELIGHT)

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

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

Body governed by public law

**I.5) Main activity**

Public order and safety

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## **Section II: Object**

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

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

Citizen Assemblies

Reference number

CPA/SPU/2366

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

- 79320000 - Public-opinion polling services

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

Services

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

We are looking for a provider to enable the Office of the Police & Crime Commissioner (OPCC) to host an innovative public engagement event in the form of a citizen assembly.

The purpose of the assembly will be to seek the views of a randomly selected representative sample of the population on the issue of policing in their area. This is part of the Commissioner's plan to better understand the community's feelings about the policing of their local area. He wants to give communities a voice in better informing how we police and believes that hosting a Citizens' Assembly will help him do this.

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

Value excluding VAT: £500,000

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

This contract is divided into lots: No

### **II.2) Description**

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

- 79311000 - Survey services

- 79311300 - Survey analysis services
- 79315000 - Social research services

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

NUTS codes

- UKD6 - Cheshire

Main site or place of performance

Cheshire. CW7 2UA

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

We are looking for a provider to enable the Office of the Police & Crime Commissioner (OPCC) to host an innovative public engagement event in the form of a citizen assembly.

The purpose of the assembly will be to seek the views of a randomly selected representative sample of the population on the issue of policing in their area. This is part of the Commissioner's plan to better understand the community's feelings about the policing of their local area. He wants to give communities a voice in better informing how we police and believes that hosting a Citizens' Assembly will help him do this. The successful provider will facilitate the citizens assembly, which will be used to inform future plans for engagement as well as inform the ongoing development of the Commissioner's Police & Crime Plan. The provider will include all the related administration to identify the audience and interact with them, facilitating the event, as well as assisting in the development of the assembly's recommendations.

Full details of the requirements can be found in the Specification which is available within the on-line tender on the Bluelight e-tendering portal.

This contract is being advertised through an Open Above Threshold tender process in accordance with the Public Contract Regulations 2015. This contract is only initially for the first pilot event and is anticipated to be for the period from award through to 31 March 2025. If the pilot is successful, there will be an option(s) to extend to cover further events to be organised with the same provider in increments of not less than 6 months up to 31 March 2028. It is anticipated that the response to this initial tender will focus on the holding of the pilot event, with some indicative costings (rate card) for further events if they were to be arranged.

Full details can be found within the Online ITT within the Bluelight e-tendering portal – which is constructed as an online questionnaire with supporting files in the document folder.

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

Quality criterion - Name: EQ1 - Ability to Deliver / Weighting: 30%

Quality criterion - Name: EQ2 - Engagement / Weighting: 10%

Quality criterion - Name: EQ3 - Project Team/Governance / Weighting: 10%

Quality criterion - Name: EQ4 - Legacy/Social Value / Weighting: 10%

Price - Weighting: PQ1 - 40%

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

Value excluding VAT: £500,000

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

Start date

21 August 2024

End date

31 March 2025

This contract is subject to renewal

Yes

Description of renewals

This contract is only initially for the first pilot event and is anticipated to be for the period from award through to 31 March 2025. If the pilot is successful, there will be an option(s) to extend to cover further events to be organised with the same provider in increments of not less than 6 months up to 31 March 2028.

### **II.2.10) Information about variants**

Variants will be accepted: No

### **II.2.11) Information about options**

Options: Yes

#### Description of options

This contract is only initially for the first pilot event and is anticipated to be for the period from award through to 31 March 2025. If the pilot is successful, there will be an option(s) to extend to cover further events to be organised with the same provider in increments of not less than 6 months up to 31 March 2028.

#### **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.1.1) Suitability to pursue the professional activity, including requirements relating to enrolment on professional or trade registers**

List and brief description of conditions

As set out in the tender documents

#### **III.1.2) Economic and financial standing**

List and brief description of selection criteria

As set out in the tender documents

Minimum level(s) of standards possibly required

As set out in the tender documents

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

List and brief description of selection criteria

As set out in the tender documents

Minimum level(s) of standards possibly required

As set out in the tender documents

### **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

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## **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

22 July 2024

Local time

4:00pm

#### **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

22 July 2024

Local time

4:00pm



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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.4) Procedures for review**

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

High Court

Manchester

Country

United Kingdom