

This is a published notice on the Find a Tender service: <https://www.find-tender.service.gov.uk/Notice/019193-2024>

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

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

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

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

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

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

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

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