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Tender

Provision of Consultation Analyses for the Scottish Sentencing Council

Scottish Courts and Tribunals Service

F02: Contract notice

Notice identifier: 2025/S 000-024037

Procurement identifier (OCID): ocids-h6vhtk-04eadb

Published 21 May 2025, 2:47pm

Section I: Contracting authority

I.1) Name and addresses

Scottish Courts and Tribunals Service

Saughton House, Broomhouse Drive

Edinburgh

EH11 3XD

Email

procurement@scotcourts.gov.uk

Country

United Kingdom

NUTS code

UKM - Scotland

Internet address(es)

Main address

<http://www.scotcourtsribunals.gov.uk>

Buyer's address

https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA00396

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/>

I.4) Type of the contracting authority

National or federal Agency/Office

I.5) Main activity

General public services

Section II: Object

II.1) Scope of the procurement

II.1.1) Title

Provision of Consultation Analyses for the Scottish Sentencing Council

Reference number

SCTS-2025-010

II.1.2) Main CPV code

- 79311300 - Survey analysis services

II.1.3) Type of contract

Services

II.1.4) Short description

The Scottish Courts and Tribunals Service (SCTS) aim to appoint a principle supplier and a reserve supplier to deliver consultation analyses services for the Scottish Sentencing Council (SSC). The contract will have an initial duration of two years, with two one-year optional extensions (2+1+1), taken at SCTS' discretion.

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.2) Additional CPV code(s)

- 72316000 - Data analysis services
- 79311300 - Survey analysis services
- 73110000 - Research services
- 79315000 - Social research services

II.2.3) Place of performance

NUTS codes

- UKM - Scotland

II.2.4) Description of the procurement

The Scottish Courts and Tribunals Service (SCTS) aim to appoint a principle supplier and a reserve supplier to deliver consultation analyses services for the Scottish Sentencing Council (SSC). The contract will have an initial duration of two years, with two one-year optional extensions (2+1+1), taken at SCTS' discretion.

II.2.5) Award criteria

Quality criterion - Name: Quality / Weighting: 70

Price - Weighting: 30

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

Duration in months

48

This contract is subject to renewal

Yes

Description of renewals

2 x 1-year options to extend

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 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

Employers (Compulsory) Liability Insurance (If applicable)

Professional Indemnity

Minimum level(s) of standards possibly required

Employers (Compulsory) Liability Insurance (If applicable) - 5,000,000 GBP

Professional Indemnity - 250,000 GBP

III.1.3) Technical and professional ability

List and brief description of selection criteria

Please provide 2 relevant examples of services carried out during the last three years as specified in the contract notice: (examples from both public and/or private sector)

For each example the bidder must complete the template provided and provide the following information but not be limited to:

Requirement:

1. Full scope of the contract to include what services are being supplied
2. Customer name
3. Contract Start Date and Contract End Dates
4. Contract Value

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.2.1) Previous publication concerning this procedure

Notice number: [2025/S 000-008472](#)

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

Date

20 June 2025

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: 3 (from the date stated for receipt of tender)

IV.2.7) Conditions for opening of tenders

Date

20 June 2025

Local time

1:00pm

Section VI. Complementary information

VI.1) Information about recurrence

This is a recurrent procurement: Yes

Estimated timing for further notices to be published: Yes, the re-tender process will most likely begin in winter 2028

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

The buyer is using PCS-Tender to conduct this ITT exercise. The Project code is 59366. For more information see:

<http://www.publiccontractsscotland.gov.uk/info/InfoCentre.aspx?ID=2343>

(SC Ref:799359)

VI.4) Procedures for review

VI.4.1) Review body

Edinburgh Sheriff Court

27 Chambers Street

Edinburgh

EH1 1LB

Email

edinburgh@scotcourts.gov.uk

Country

United Kingdom