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Tender

## **Provision of Services relating to the Development of a Child Abuse Questionnaire and Safeguarding Procedures**

Office for National Statistics

F02: Contract notice

Notice identifier: 2022/S 000-024531

Procurement identifier (OCID): ocids-h6vhtk-036500

Published 1 September 2022, 6:32pm

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

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

Office for National Statistics

Government Buildings, Cardiff Road

Newport

NP10 8XG

#### **Contact**

Commercial Services

#### **Email**

[clare.jones@ons.gov.uk](mailto:clare.jones@ons.gov.uk)

#### **Country**

United Kingdom

#### **NUTS code**

UK - United Kingdom

**Internet address(es)**

Main address

<https://www.ons.gov.uk>

Buyer's address

<https://www.ons.gov.uk>

**I.3) Communication**

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

<https://in-tendhost.co.uk/ons/aspx/Home>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<https://in-tendhost.co.uk/ons/aspx/Home>

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

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

Other type

Non Departmental Body

**I.5) Main activity**

General public services

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## **Section II: Object**

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

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

Provision of Services relating to the Development of a Child Abuse Questionnaire and Safeguarding Procedures

Reference number

PU-23-0084

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

- 73110000 - Research services

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

Services

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

The aim of this research is to design two questionnaires and an appropriate safeguarding procedure. This will be based on topic knowledge, user requirements, cognitive testing with key participant groups, and engagement with topic experts and stakeholders. The requirement is defined as two questionnaires as it is essential prevalence estimates are produced for children aged 11 to 17 years and adults aged 18 to 25 years. However, we recognise there may be variations in the questionnaire across ages within these groups, such as the questions and survey text. Alongside this, an appropriate safeguarding procedure should be designed which successfully contributes to ensuring the participants are safe from others who may put them at significant risk of harm.

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

Value excluding VAT: £275,000

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

This contract is divided into lots: No

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

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

NUTS codes

- UK - United Kingdom

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

The aim of this research is to design two questionnaires and an appropriate safeguarding procedure. This will be based on topic knowledge, user requirements, cognitive testing with key participant groups, and engagement with topic experts and stakeholders. The requirement is defined as two questionnaires as it is essential prevalence estimates are produced for children aged 11 to 17 years and adults aged 18 to 25 years. However, we recognise there may be variations in the questionnaire across ages within these groups, such as the questions and survey text. Alongside this, an appropriate safeguarding procedure should be designed which successfully contributes to ensuring the participants are safe from others who may put them at significant risk of harm. ONS will be establishing a steering group to ensure stakeholders and key topic experts are consulted in the design and approach. The terms of reference for the group will be designed by ONS and the chair and secretariat (for example, hosting and minute taking) will also be provided by ONS. It is desirable that the supplier will be able to help recruit for the group based on their connections with experts in the field and collaborate with ONS in using this group to ensure a successful outcome for the project. Potential suppliers are encouraged to set out their ability to do so in their bid. The research has been split into two parts, A, and B. Although they focus on different aspects, the two parts of research are not independent of each other as they will need to be approached simultaneously to ensure the survey questions provide information needed for appropriate safeguarding to be administered. For part A, two final questionnaires should be provided that have undergone cognitive testing with key participant groups. The final deliverable includes a report detailing the: -text within the survey, such as the introduction to the survey and topics (which may vary by age) -questions (which may vary by age) -question ordering and routing (which may vary by age) -survey length -adaptations to include those with SEND -derivations needed between questions to produce the required prevalence estimates For part B, a safeguarding procedure should be provided in relation to part A. The final deliverable includes a report outlining the safeguarding procedure detailing: -any variations in its application across the devolved nations and encompassing regions -any variations in its application across the different modes and ages -the risks associated with the procedures -operational requirements for its implementation For both parts (A and B), the final report should also include: -feedback from the engagement with the steering group to provide evidence that the questionnaires and safeguarding procedures are fit for purpose -evidence (including feedback from NSDEC) that the questions and safeguarding procedures would likely receive ethical approval when taken forward for the pilot -findings from qualitative research or testing to provide evidence that the questionnaires and safeguarding procedures are fit for purpose -reasoning behind the development -recommendations for any further testing needed as part of a pilot Please see Attachment 3- Statement of Requirements for more detailed information regarding the deliverables and information reporting, such as interim reports. This document can be viewed once registered on the In-Tend portal

### **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**

Start date

14 November 2022

End date

31 January 2024

This contract is subject to renewal

No

### **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

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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

17 October 2022

Local time

12:00pm

#### **IV.2.4) Languages in which tenders or requests to participate may be submitted**

English

#### **IV.2.7) Conditions for opening of tenders**

Date

17 October 2022

Local time

12:00pm

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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**

n/a

n/a

Country

United Kingdom