

This is a published notice on the Find a Tender service: <https://www.find-tender.service.gov.uk/Notice/033552-2022>

Tender

National Museums Scotland - Visitor Research Agency

National Museums Scotland

F02: Contract notice

Notice identifier: 2022/S 000-033552

Procurement identifier (OCID): ocds-h6vhtk-03888b

Published 25 November 2022, 4:14pm

Section I: Contracting authority

I.1) Name and addresses

National Museums Scotland

Chambers Street

Edinburgh

EH1 1JF

Contact

Alex Hinton

Email

a.hinton@nms.ac.uk

Telephone

+44 3001236789

Country

United Kingdom

NUTS code

UKM - Scotland

Internet address(es)

Main address

<http://www.nms.ac.uk/>

Buyer's address

https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA00423

I.2) Information about joint procurement

The contract is awarded by a central purchasing body

I.3) Communication

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

www.publiccontractsscotland.gov.uk

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

www.publiccontractsscotland.gov.uk

I.4) Type of the contracting authority

Body governed by public law

I.5) Main activity

General public services

Section II: Object

II.1) Scope of the procurement

II.1.1) Title

National Museums Scotland - Visitor Research Agency

II.1.2) Main CPV code

- 73110000 - Research services

II.1.3) Type of contract

Services

II.1.4) Short description

The National Museums Scotland (the Client) National Museums Scotland wishes to commission an agency to deliver our ongoing and developing audience research programme, with the aim of providing us with data and insights to help us meet our strategic objectives. National Museums Scotland is seeking a suitably qualified contractor to deliver onsite and digital research with experience in the cultural sector to provide a range of services which include research covering;

General visitors

Special exhibition visitors

Mystery shopping

Event visitors

Online users

National Museum Scotland Members

II.1.5) Estimated total value

Value excluding VAT: £140,000

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.2) Additional CPV code(s)

- 73110000 - Research services

II.2.3) Place of performance

NUTS codes

- UKM75 - Edinburgh, City of

Main site or place of performance

Edinburgh / Lothians

II.2.4) Description of the procurement

Wanting to procure an agency to deliver National Museums Scotland's ongoing and developing audience research programme

II.2.5) Award criteria

Quality criterion - Name: Quality / Weighting: 80%

Price - Weighting: 20

II.2.6) Estimated value

Value excluding VAT: £140,000

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

Start date

1 April 2023

End date

31 March 2026

This contract is subject to renewal

Yes

Description of renewals

Optional one year extension

II.2.10) Information about variants

Variants will be accepted: No

II.2.11) Information about options

Options: Yes

Description of options

Additional one year extension

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

Agency must be a member of the Market Research Society (MRS)

III.1.2) Economic and financial standing

Selection criteria as stated in the procurement documents

III.1.3) Technical and professional ability

Selection criteria as stated in the procurement documents

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

4 January 2023

Local time

5:00pm

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

Tender must be valid until: 31 March 2023

IV.2.7) Conditions for opening of tenders

Date

4 January 2023

Local time

5:00pm

Place

National Museum of Scotland

Information about authorised persons and opening procedure

Alex Hinton Marketing Manager

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.3) Additional information

NOTE: To register your interest in this notice and obtain any additional information please visit the Public Contracts Scotland Web Site at

https://www.publiccontractsscotland.gov.uk/Search/Search_Switch.aspx?ID=714725.

The buyer has indicated that it will accept electronic responses to this notice via the Postbox facility. A user guide is available at

https://www.publiccontractsscotland.gov.uk/sitehelp/help_guides.aspx.

Suppliers are advised to allow adequate time for uploading documents and to dispatch the electronic response well in advance of the closing time to avoid any last minute problems.

(SC Ref:714725)

VI.4) Procedures for review

VI.4.1) Review body

Edinburgh Sheriff Court

Edinburgh Sherrif Court

Edinburgh

EH1 1LB

Country

United Kingdom

