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Tender

School Sport Survey 2026

Sport Wales

UK4: Tender notice - Procurement Act 2023 - [view information about notice types](#)

Notice identifier: 2025/S 000-035065

Procurement identifier (OCID): ocds-h6vhtk-055362 ([view related notices](#))

Published 25 June 2025, 1:26pm

Scope

Description

Sport Wales wishes to commission an agency to undertake the development and delivery of the 2026 School Sport Survey during 2025-2026. Questionnaire Development: The successful provider will work closely with Sport Wales to develop two bilingual, national scale questionnaires for pupils and teachers in Wales. Emphasis is placed on facilitating the design of an engaging and accessible survey experience for pupils by providing innovative survey-design solutions, drawing on relevant guidance and expertise , and implementing user research methods and piloting techniques. Webhosting: The successful contractor will provide a secure and scalable webhosting solution capable of supporting two concurrent, bilingual national-level surveys. The platform must be capable of handling high traffic volumes while offering an engaging and accessible user experience. The platform must comply with relevant data protection regulations, provide real-time tracking of completion rates, and enable efficient, secure export of survey data in appropriate formats. The successful contractor will also be required to generate and disseminate survey links and follow-up reminders to all schools in Wales. Monitoring & Support: The successful contractor will be responsible for providing real-time monitoring of response rates and the number of outstanding pupil responses required [against defined quotas]. Access to real-time monitoring will also be provided to key stakeholders [Sport Wales and Sport Partnerships] throughout the duration of the fieldwork. The successful contractor will also be responsible for providing ongoing technical support to Sport Wales and key stakeholders [Sport Partnerships, Local Authorities and Schools].

The successful contractor will provide ongoing technical and user support throughout the survey period, including performance monitoring, uptime assurance, troubleshooting, and responsive user helpdesk services [to participating schools].

Outputs & Reporting Requirements: The successful contractor will be responsible for managing cleaning of the raw data file, and production of key derived variables. The contractor will be responsible for the secure transfer of the raw data files to Sport Wales, for use in appropriate data analysis software [i.e., CSV, STATA, SPSS etc.]. The successful contractors will also be required to detail whether they can undertake and manage data weighting procedures.

The the successful contractor will be required to provide a technical report, detailing key decisions and procedures taken throughout the project. The successful contractor will also be required to work with Sport Wales to consider and produce an impact and evaluation review. The successful contractor will be required to work with Sport Wales to determine optimal dissemination of findings to key stakeholders, such as via reports, data tables, and/or data dashboards in a timely manner.

Quality Assurance & Risk Management The successful contractor will provide an appropriate quality assurance and risk management strategy for this project.

Broad Project Timelines The successful contractor will be responsible for adhering to the key project milestones outlined within the attached tender document.

Liaising with other contractors: The successful contractor may be required to work with additional project stakeholders / contractors.

Total value (estimated)

- £248,000 excluding VAT
- £297,600 including VAT

Above the relevant threshold

Contract dates (estimated)

- 12 August 2025 to 1 December 2026
- 1 year, 3 months, 21 days

Main procurement category

Services

CPV classifications

- 73100000 - Research and experimental development services
- 73200000 - Research and development consultancy services
- 73300000 - Design and execution of research and development
- 79300000 - Market and economic research; polling and statistics

Contract locations

- UK - United Kingdom

Participation

Legal and financial capacity conditions of participation

Please see tender document.

Technical ability conditions of participation

Please see tender document.

Particular suitability

Small and medium-sized enterprises (SME)

Submission

Enquiry deadline

7 July 2025, 12:00pm

Tender submission deadline

14 July 2025, 12:00pm

Submission address and any special instructions

<https://www.sell2wales.gov.uk>

Tenders may be submitted electronically

Yes

Languages that may be used for submission

- Welsh
- English

Award decision date (estimated)

28 July 2025

Award criteria

Name	Description	Type	Weighting
Quality		Quality	80.00%
Commercial	Fees & Charges	Price	20.00%

Other information

Conflicts assessment prepared/revised

Yes

Procedure

Procedure type

Open procedure

Reduced tendering period

Yes

State of urgency - minimum 10 days

Justification for not publishing a preliminary market engagement notice

Under £250K

Documents

Associated tender documents

https://www.sell2wales.gov.wales/Assets/NoticeBuilder_FileDownload.aspx?id=337608

Tender Document - Welsh

https://www.sell2wales.gov.wales/Assets/NoticeBuilder_FileDownload.aspx?id=337612

Tender Document - English

https://www.sell2wales.gov.wales/Assets/NoticeBuilder_FileDownload.aspx?id=337613

Tender Questions - Welsh

https://www.sell2wales.gov.wales/Assets/NoticeBuilder_FileDownload.aspx?id=337614

Tender Questions - English

Contracting authority

Sport Wales

- Charity Commission (England and Wales): 524477

Sport Wales National Centre

Cardiff

CF11 9SW

United Kingdom

Contact name: Helena Snuggs

Email: helena.snuggs@sport.wales

Website: <https://www.sport.wales>

Region: UKL22 - Cardiff and Vale of Glamorgan

Organisation type: Public authority - sub-central government

Devolved regulations that apply: Wales