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Contract

## **Staff Engagement Surveys**

UNIVERSITY OF SOUTHAMPTON

F03: Contract award notice

Notice identifier: 2023/S 000-036244

Procurement identifier (OCID): ocds-h6vhtk-03c507

Published 8 December 2023, 2:43pm

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

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

UNIVERSITY OF SOUTHAMPTON

University of Southampton, UNIVERSITY ROAD

Southampton

SO17 1BJ

#### **Contact**

Rosie Pringle

#### **Email**

[procurement@soton.ac.uk](mailto:procurement@soton.ac.uk)

#### **Telephone**

+44 2380595000

**Country**

United Kingdom

**Region code**

UKJ32 - Southampton

**UK Register of Learning Providers (UKPRN number)**

10007158

**Internet address(es)**

Main address

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

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

Body governed by public law

**I.5) Main activity**

Education

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**Section II: Object****II.1) Scope of the procurement****II.1.1) Title**

Staff Engagement Surveys

Reference number

2023UoS-0719

**II.1.2) Main CPV code**

- 79311000 - Survey services

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

Services

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

The University is seeking to work with a supplier who can ideally provide us with a self-service survey tool to enable us to effectively deliver the range of surveys we desire. The essential requirements include at least 3 surveys per year: an annual staff engagement survey and compulsory surveys required by our commitments to a range of EDI Charter Marks (minimum 2 per annum). The ability to run exit surveys would be highly desirable but not the primary requirement.

The supplier will need to offer the ability to measure results via reporting or surveying tools and these need to offer agile and insightful data that can enable management to take quick, relevant action and to make timely interventions as appropriate. The supplier is required to annually conduct a minimum of 5 university wide staff engagement surveys.

Please note this opportunity has been awarded.

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

This contract is divided into lots: No

### **II.1.7) Total value of the procurement (excluding VAT)**

Value excluding VAT: £301,575

## **II.2) Description**

### **II.2.2) Additional CPV code(s)**

- 79311100 - Survey design services
- 79311200 - Survey conduction services

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

NUTS codes

- UKJ32 - Southampton

Main site or place of performance

University of Southampton, University Road, SO17 1BJ

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

The University is seeking to work with a supplier who can ideally provide us with a self-service survey tool to enable us to effectively deliver the range of surveys we desire. The essential requirements include at least 3 surveys per year: an annual staff engagement survey and compulsory surveys required by our commitments to a range of EDI Charter Marks (minimum 2 per annum). The ability to run exit surveys would be highly desirable but not the primary requirement.

The supplier will need to offer the ability to measure results via reporting or surveying tools and these need to offer agile and insightful data that can enable management to take quick, relevant action and to make timely interventions as appropriate. The supplier is required to annually conduct a minimum of 5 university wide staff engagement surveys.

Please note this opportunity has been awarded.

## **II.2.5) Award criteria**

Quality criterion - Name: Proposed solution for staff surveys / Weighting: 10

Quality criterion - Name: Implementation Plan / Weighting: 5

Quality criterion - Name: Benchmarking Capability / Weighting: 25

Quality criterion - Name: Maximising Confidentiality and Anonymity / Weighting: 10

Quality criterion - Name: Meeting Deadlines / Weighting: 10

Quality criterion - Name: Service support, flexibility, and account management / Weighting: 5

Quality criterion - Name: Interview Response / Weighting: 10

Price - Weighting: 25

## **II.2.11) Information about options**

Options: No

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## **Section IV. Procedure**

### **IV.1) Description**

#### **IV.1.1) Type of procedure**

Restricted 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: [2023/S 000-012259](#)

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## **Section V. Award of contract**

A contract/lot is awarded: Yes

### **V.2) Award of contract**

#### **V.2.1) Date of conclusion of the contract**

7 December 2023

#### **V.2.2) Information about tenders**

Number of tenders received: 1

Number of tenders received from SMEs: 0

Number of tenders received by electronic means: 1

The contract has been awarded to a group of economic operators: No

#### **V.2.3) Name and address of the contractor**

People Insight Limited

International House, 36-38 Cornhill

London

EC3V 3NG

Country

United Kingdom

NUTS code

- UKJ32 - Southampton

Companies House

05224597

The contractor is an SME

Yes

#### **V.2.4) Information on value of contract/lot (excluding VAT)**

Initial estimated total value of the contract/lot: £301,575

Total value of the contract/lot: £301,575

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## **Section VI. Complementary information**

### **VI.4) Procedures for review**

#### **VI.4.1) Review body**

University of Southampton

University of Southampton, UNIVERSITY ROAD

Southampton

SO17 1BJ

Email

[procurement@soton.ac.uk](mailto:procurement@soton.ac.uk)

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