

United Kingdom-London: Research and development services and related consultancy services
OJ S 26/2014 06/02/2014

Contract notice
Services

Directive 2004/18/EC

Section I: Contracting authority

I.1. Name and addresses

Official name: Institute of Education

Postal address: 20 Bedford Way

Town: London

Postal code: WC1H 0AL

Country: United Kingdom

For the attention of: CLS.LSYPE

E-mail: tender@ioe.ac.uk

Telephone: +44 2079115404

Internet address(es):

Electronic access to information: <http://www.ioe.ac.uk/about/82935.html>

Additional information can be obtained from:

the abovementioned address

Specifications and additional documents (including documents for competitive dialogue and a dynamic purchasing system) can be obtained from:

Official name: Institute of Education

Postal address: 20 Bedford Way

Town: London

Postal code: WC1H 0AL

Country: United Kingdom

For the attention of: CLS.LSYPE.W8 Tender

E-mail: tender@ioe.ac.uk

Internet address: <http://www.ioe.ac.uk/about/82935.html>

Tenders or requests to participate must be submitted: the abovementioned address

I.2. Type of the contracting authority

Other: Higher Education

I.3. Main activity

Education

I.4. Contract award on behalf of other contracting authorities

The contracting authority is purchasing on behalf of other contracting authorities: no

Section II: Object of the contract

II.1. Description

II.1.1. Title attributed to the contract by the contracting authority

The Longitudinal Study of Young People in England (LSYPE) - Eight Wave.

II.1.2. Type of contract and place of performance or delivery

Services

Service category No 8: Research and development services

NUTS code UK United Kingdom

II.1.3. Information about a framework agreement or a dynamic purchasing system

The notice involves a public contract

II.1.4. Information about framework agreement

II.1.5. Short description of the contract or purchase(s)

The Centre for Longitudinal Studies (CLS) at the Institute of Education, University of London (UK) is seeking tenders from survey research agencies to carry out the instrument development, data collection and initial data processing for the eighth wave of the Longitudinal Study of Young People in England (LSYPE).

The LSYPE, also known as 'Next Steps' to the cohort, was previously managed and funded by the Department for Education (DfE) from 2004 until 2012. In 2013, the Economic and Social Research Council (ESRC) took over the funding of the study and management transferred to CLS.

The LSYPE study started in 2004 with young people in Year 9 (aged 13-14 years). The participants were then contacted annually until 2010. The next survey (wave 8) will take place in 2015 when the cohort will be 24-25 years old. The next wave will continue to collect information on the lives of the cohort in terms of their education, employment and economic circumstances as well as collecting further details on their family life, physical and emotional health and well-being, social participation and attitudes.

It is expected that approximately 15,000 study members will be approached for the eighth sweep. Fieldwork should take place January- July 2015. The interview will last approximately 45 minutes.

Data will be collected using a similar approach to that used in waves five to seven - a sequential mixed-mode approach. This will involve interviewing the cohort using a mixture of Computer Assisted Web Interviewing (CAWI), Computer Assisted Telephone Interviewing (CATI) and Computer Assisted Personal Interviewing (CAPI). We recommend that study members who have not been interviewed recently, that is they were last interviewed prior to wave five, to be contacted solely using face to face methods – CAPI.

The survey research organisation will be required to:

- Work closely with CLS to design and develop data collection instruments. The agency will be responsible for the production of survey instruments including all CAI programming.
- Pilot the data collection instruments on two separate occasions, hosting both a briefing and de-brief at each stage.
- Ensure that the questionnaire is comparable across the different modes of data collection and that the instruments are designed and developed to ensure a high quality of data.
- Supply and train interviewers to collect the data and monitor their work to ensure that the data is collected on schedule to a high standard.
- Maximise contact and response with cohort members using sample management and engagement techniques.
- Maintain sample information, recording any updates in contact information as well as collecting relevant para-data.
- Conduct initial data processing i.e. coding, editing and checking prior to delivering the data to CLS.
- To provide full documentation of the data collection instruments.

II.1.6. CPV code(s)

73000000 Research and development services and related consultancy services

II.1.7. Information about the Government Procurement Agreement (GPA)

The procurement is covered by the Government Procurement Agreement: no

II.1.8. Lots

This contract is divided into lots: no

II.1.9. Information about variants

II.2. Scope of the procurement

II.2.1. Total quantity or scope

The quantity of interviews required is approximately 12,000 families.

The geographical scope of the project is England (including the outlying islands i.e. Isle of Man, the Channel Isles, Scilly Isles).

The project is limited in time. The data collection with families must take place in a 6 month period between January 2015 and June 2015.

As a result, a tenderers wishing to carry out this work must be able to supply a field force of interviewers able to carry out face-to-face computer-assisted interviews across the whole of England.

Estimated value excluding VAT: 1 400 000 GBP

II.2.2. Information about options

Options: no

II.2.3. Information about renewals

This contract is subject to renewal: no

II.3. Duration of the contract or time limit for completion

Duration in months: 19 (from the award of the contract)

Section III: Legal, economic, financial and technical information

III.1. Conditions related to the contract

III.1.1. Deposits and guarantees required

III.1.2. Main financing conditions and payment arrangements and/or reference to the relevant provisions governing them

III.1.3. Legal form to be taken by the group of economic operators to whom the contract is to be awarded

III.1.4. Contract performance conditions

III.2. Conditions for participation

III.2.1. Suitability to pursue the professional activity, including requirements relating to enrolment on professional or trade registers

III.2.2. Economic and financial ability

III.2.3. Technical and professional ability

Minimum level(s) of standards possibly required:

- A field force of trained interviewers able to carry out face to face computer assisted interviews across England.
- Experience of producing complex CAI data collection instruments.
- Experience of carrying out large scale face-to-face CAI surveys.
- Experience of carrying out large-scale telephone CAI surveys.
- Experience of carrying our large-scale web surveys.

III.2.4. Information about reserved contracts

III.3. Conditions specific to services contracts

III.3.1. Information about a particular profession

III.3.2. Information about staff responsible for the performance of the contract

Section IV: Procedure

IV.1. Type of procedure

IV.1.1. Type of procedure

Open

IV.1.2. Information about the limits on the number of candidates to be invited

IV.1.3. Information about reduction of the number of solutions or tenders during negotiation or dialogue

IV.2. Award criteria

IV.2.1. Award criteria

The most economically advantageous tender in terms of Price is not the only award criterion and all criteria are stated only in the procurement documents

IV.2.2. Information about electronic auction

An electronic auction will be used: no

IV.3. Administrative information

IV.3.1. File reference number attributed by the contracting authority

CLS.LSYPE.W8.14

IV.3.2. Previous publication concerning this procedure

no

IV.3.3. Conditions for obtaining specifications and additional documents or descriptive document

Payable documents: no

IV.3.4. Time limit for receipt of tenders or requests to participate

24.2.2014 - 12:00

IV.3.5. Estimated date of dispatch of invitations to tender or to participate to selected candidates

IV.3.6. Languages in which tenders or requests to participate may be submitted

English.

IV.3.7. Minimum time frame during which the tenderer must maintain the tender

IV.3.8. Conditions for opening of tenders

Persons authorised to be present at the opening of tenders: no

Section VI: Complementary information

VI.1. Information about recurrence

This is a recurrent procurement: no

VI.2. Information about European Union funds

The procurement is related to a project and/or programme financed by European Union funds:
no

VI.3. Additional information

VI.4. Procedures for review

VI.4.1. Review body

VI.4.2. Review procedure

VI.4.3. Service from which information about the review procedure may be obtained

VI.5. Date of dispatch of this notice

4.2.2014