

**UK-London: Survey conduction services**  
**OJ S 97/2013 22/05/2013**  
**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  
Contact person: Procurement and Tender - CLS 6S2013  
E-mail: [tender@ioe.ac.uk](mailto:tender@ioe.ac.uk)  
Telephone: +44 2079115404

**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:**

the abovementioned address

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

**I.2. Type of the contracting authority**

Other: University

**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**

UK Millennium Cohort Study Sixth Sweep.

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

Services

Service category No 8: Research and development services

Main site or place of performance: UK.

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 sixth sweep of the UK Millennium Cohort Study (MCS).

MCS is a longitudinal study following the lives of over 19,000 children in the UK born in 2000 /1. The cohort has been surveyed on five prior occasions: at 9 months (2001-2), 3 years (2003-4), 5 years (2006), 7 years (2008) and 11 years (2012). The sample was originally recruited through Child Benefit records and was designed to over-represent children living in deprived areas, areas with high minority ethnic populations (in England only) and areas in Scotland, Wales and Northern Ireland.

The data collection for the home visits for the sixth sweep will take place between January 2015 and December 2015 when the cohort members will be turning 14 years old and in their third year of secondary school. It is expected that approximately 16,500 families will be approached for the fifth sweep. Multiple informants per family will be interviewed in person in their home with the majority of data collection carried out using computer assisted interviewing (CAI).

The survey will comprise the following data collection elements:

- Interviews with up to two co-resident parents/carers per family.
- Cognitive assessments, physical measurements, interview and time-use diary for the 14 year-old cohort member.
- Collection of saliva samples from up to two co-resident biological parents and the cohort member.
- Collection of direct measures of physical activity using accelerometers from the cohort member.

The survey research organisation will be required to:

- Work closely with CLS to design and develop the data collection instruments. The agency will be responsible for the production of all instruments including all CAI programming required.
- Work closely with CLS to design and develop fieldwork materials and fieldwork procedures.
- Supply and train interviewers to collect the data and monitor and oversee their work to ensure that the data collection is carried out on schedule and to a high standard.
- Carry out initial data processing, i.e. coding, editing and data checking prior to delivering the data to CLS, and provide full documentation of the data collection instruments.

### **II.1.6. CPV code(s)**

79311200 Survey conduction 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**

Variants will be accepted: no

## **II.2. Scope of the procurement**

### **II.2.1. Total quantity or scope**

The quantity of interviews required is approximately 15,500 families. Multiple interviews per family are required and the majority of data collection with families must be carried out using computer-assisted interviewing (CAI).

The geographical scope of the project is the UK (including north of the Caledonian Canal in Scotland and the outlying islands i.e. Isle of Man, the Channel Isles, Scilly Isles and the Scottish Islands).

The project is limited in time. The data collection with families must take place in a 12 month period between January 2015 and December 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, with up to 15,500 families within a 12 month period in 2015, across the whole of the UK (including north of the Caledonian Canal in Scotland and the outlying islands i.e. Isle of Man, the Channel Isles, Scilly Isles and the Scottish Islands).

The estimated value of the contract, excluding VAT, is GBP 4.1 m.

#### **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**

Start 1.9.2013. Completion 30.6.2016

### **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**

##### **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 6S2013.

##### **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**

10.6.2013 - 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**

until: 30.6.2016

##### **IV.3.8. Conditions for opening of tenders**

Persons authorised to be present at the opening of tenders: yes

Information about authorised persons and opening procedure: Snr Survey Manager

Head Of Contract and Procurement

Procurement Officer

MCS PI

MCS Survey Manager

#### **Section VI: Complementary information**

---

##### **VI.1. Information about recurrence**

##### **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**

17.5.2013