

	Question	Response
	For all queries re: IUKBC's general T&Cs	We have received a number of queries re: IUKBC's T&Cs. We cannot commit to responding to each specific request for amends. We are open to dicussions around these with the successful applicant.
1	Is there are any requirements around the length of the submission or specific questions to respond to, beyond the details listed in the Invitation to Tender PDF?	There are no length requirements around the submission. The ITT explains what we want your submission to include.
2	Appendix 1 – evaluation structure outlines mandatory requirements. Is there a supplier questionnaire related to these requirements, or do you require us to share relevant certification with the bid?	Please share relevant certification in your proposal. We expect this to be incorporated in your submission to the ITT Under point 1. Technical Capability and point 3 Legal details.
3	Does IUKBC have a contact database which can be used to support recruitment for the survey? If yes, what is the size and what information is available? For example, name, role, email address, phone number?	Yes we have a contact database which will be the source of contact information for the survey. We have more than 47,000 organisations in our CRM. All of which have contact & location details. Inc. Point of Contact.
4	Do you have any expectations around sample size for this research? Related to this, what samples were achieved for the previous evaluation work?	We would like to see a sample size of no less than 500. Previous year sample sizes were 400 in 2022, 390 in 2021 & 500 in 2018
5	Are you seeking one response per organisation or would multiple contacts at a single organisation be appropriate to take part in the survey?	We are looking for one response per organisation.
6	Can you confirm the sampling and data collection approach for the evaluation work in 2018 and 2022? Can you confirm the survey approach that is most suitable for your audience? i.e online and/or telephone	The previous surveys have conducted telephone interviews as a method to gather responses. However we are open to explore different approaches and we would expect applicants to to suggest an approach.
7	What is the expected length of the survey, with consideration to questions you wish to retain from prior research?	We would like to understand your proposed methodology.
8	We are working to achieve Cyber Security Plus but this will not be achieved by time of submission. Does this mean that we would fail Evaluation Criteria Quality part 1, or would our bid be included for consideration?	We will not consider submissions that do not have cyber security plus certification at the time of submission.
9	We note that similar evaluation studies were completed in 2018 and 2022. Please could you let us know where we can review the reports of these studies?	No, as these were internal studies these will not be shared publicly.
10	We note that the proposed invoicing schedule is 80% based on draft and final reporting. Are you willing to consider different invoicing schedules with a greater proportion invoiced earlier in the contract (that more closely aligns with when costs are incurred)?	Our terms are set in line with Managing Public Money guidance. We committed to pay all undisputed invoices within 30 days.



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