



Department
of Health &
Social Care

DHSC Procurement Services
39 Victoria Street
London
SW1H 0EU

24th November 2021

[REDACTED]
Market and Opinion
Research International Ltd (Ipsos MORI)
3 Thomas More Square
London
E1W 1YW

Dear [REDACTED]

Contract Award for: Paying for Care Feasibility Study
Reference Number: C21980

The Authority wishes to formally award the Contract for the supply of Paying for Care Feasibility Study.

This letter and the documents listed below form the binding contract between yourselves and the Authority.

- (i) This Agreement Letter;
- (ii) The Invitation to Tender for C21980 Paying for Care Feasibility Study dated (with any enclosures);
- (iii) Your Tender response dated 12/08/2021
- (iv) The Authority's response to clarification against the tender documentation (attached as Appendix A);
- (v) Moderated marks of Supplier's tender response (attached at Appendix B)
- (vi) Draft Offer of Contract

It is agreed that:

1. The Contract effected by the signing of this Agreement Letter constitutes the entire Agreement between the Parties relating to the subject matter of the Contract and supersedes all prior negotiations, representations or understandings whether written or oral.
2. In this Agreement words and expressions shall have either the same meanings as are assigned to them herein or in Condition 1 of the Terms and Conditions of Contract, as appropriate.
3. The Contractor shall provide the goods and services in accordance with the Contract.

4. The Parties shall be entitled to such rights and be subject to such obligations as are imposed by the Contract.

The contract term shall be from 09:00 22nd December 2021 – 17:00 31st March 2022. With two options to extend this date further; 1) until 31st July 2022 and 2) pilot extension, until 31st August 2022.

5. The total contract price (including options) is £149,937.00 exclusive of Value Added Tax.

The Contractor should sign, scan and return this Agreement Letter to acknowledge the formation of the contract using the Business Management System (BMS) messaging facility.

On receipt of a signed copy, the Authority will arrange to add its signature and return a copy of the Agreement Letter for your file.

Please contact [REDACTED] on receipt of this Agreement Letter to organise the commencement of the work.

It is important to note that the Agreement Letter (and by implication the Contract) must be signed unaltered in any way. Any amendment without the prior written approval of the Authority will render the document void.

The Authority looks forward to working with you and your team.

For the Contractor

Signed:	[REDACTED]
Full Name:	[REDACTED]
Position:	Deputy Managing Director
Date:	22/12/2021

For: the Secretary of State for Health

Signed:	[REDACTED]
Full Name:	Lara Dolamore
Position:	Procurement Manager
Date:	22/12/2021

Appendix A: Tender clarifications questions and response

The clarification questions (against the tender documentation) received by the Authority with responses it provided is summarised in the table below:

Ref:	Date of Question	Question	Date of Answer	Answer
1	25/08/2021	Is the main policy issue for the study around the lack of data on about income and wealth or is it more generally about understanding the needs of ASC users and their families/carers?	25/08/2021	<p>The main focus for the Feasibility Study is to explore suitable methods for gathering robust data on the income, wealth and funding issues of ASC users in order to fill current evidence gaps. This will include working iteratively to identify which data is needed to provide meaningful insight into the income, wealth and funding issues of ASC users in the context of the wider social care system and in line with policy priorities – for example, this is likely to include consideration of data such as care journeys, ASC users' level of need, and eligibility for state funded care.</p> <p>Overall, the Feasibility Study will aim to:</p> <ul style="list-style-type: none"> • Provide robust insight into potential methods for collecting complex data on income, wealth and funding issues (including other relevant variables) from the ASC population • Where possible, provide interim data on the income, wealth and funding issues of the ASC population to inform policy development • In exploring income, wealth and funding issues, provide insight into priorities and opportunities for future research in line with policy needs – including informing specific research questions for future studies or data collections
1a.	25/08/2021	If income and wealth is the main concern of the study, does this indicate that there is more of a focus on older users of ASC, rather than other users of ASC, such as under 65s and people with learning difficulties?	25/08/2021	<p>The study requires all users of ASC to be considered, i.e. both working age adults and older adults. Data for working age adults (or under 65s) is particularly limited, so we are interested in exploring methods for gathering data on income, wealth, funding issues and other variables of interest for this group as well as for older adults.</p>

2	25/08/2021	Is this an open tender?	25/08/2021	This is a mini competition through the CCS Research Framework RM6018 .
3	25/08/2021	The research specification mentions sampling people at the point of entry to the care system – is this a rolling survey and what is the meant by the point of entry into the care system?	25/08/2021	By point of entry we mean admissions surveys but the exact definition of when someone enters the care system is a question for the feasibility study. Multiple sampling strategies will be considered within the feasibility study. This includes admission surveys/rolling survey or sampling from people already in the care system (a stock approach), or a combination of these methods.
4	25/08/2021	Is the study only concerned with more traditional care settings (i.e. residential and domiciliary care) or would other care options be considered, such as technology-based care or housing-based support?	25/08/2021	The priority of the research will be care settings which encompass the majority of care users i.e. residential, nursing and domiciliary care. However, the feasibility study should explore how methods can be adapted to other types of care setting to understand the trade-offs between including a wide range of settings and the costs/feasibility issues of doing so.
5	25/08/2021	What is the expected output from the feasibility study? Would it just be the recommendations for a large-scale survey or would it be a published report?	25/08/2021	The nature of the outputs may vary based on the development of the feasibility study. However, we expect there may be some interim findings (e.g. estimates for variables of interest from secondary analyses of existing data sources) as well as a published report with the findings from the whole feasibility study and next steps/recommendations for a large-scale survey.
6	25/08/2021	How has the geographical spread of the study been defined?	25/08/2021	The feasibility study is concerned with England only. However, we would expect the feasibility study to explore how we can get a geographically representative sample across England.
7	25/08/2021	How does this research relate to the current Adult Social Care Bill? Is there a key policy decision that this work will feed into?	25/08/2021	We cannot comment on future policy. We expect the research to adapt and consider ongoing policy objectives if they become priorities.

8	31/08/2021	<p>We note that workstreams 1-5 are to be completed by the end of March 2022. It would be helpful to know what is driving the timings for this work and whether there is any flexibility on the time allowed for the work. It will be very challenging to complete the work within this timeframe. Would you consider proposals in which a longer time frame is proposed or in which only some of the workstreams are completed by the end of March 2022? Would such proposals be eligible for consideration or would they fail initial qualification requirements?</p>	01/09/2021	<p>We have suggested end of March 2022 as a provisional deadline for workstreams 1-5. Tenderers are welcome to suggest alternative timelines for this part of the project which extend beyond the end of March 2022, with appropriate justification for this and reference to the research questions set out in the Service Description. Final timings will be agreed via contract with the successful bidder, taking into account the proposed approach, policy context and overall research aims.</p>
9	31/08/2021	<p>Since we and our proposed partners for this work were not made aware of the opportunity until w/c 23rd August and the tendering period includes the bank holiday weekend it will be challenging to submit a proposal which meets your needs by 10th September. Is there any flexibility on the submission date (for all tenderers)?</p>	01/09/2021	<p>We understand that the time limits on this requirement are stretched, to take consideration of this we are extending the deadline by 4 days until 17:00 14th September 2021 . Also there may be an opportunity to explain in detail more elements of a submitted tender at a Tender Clarification Meeting. This would invite the top 3 scoring enders to an individual clarification meeting to discuss their tender answers. However, the Authority withholds the right to not to hold this meeting.</p>
10	01/09/2021	<p>ust to confirm the scope of the work, by 'adult social care recipients' does this include people who buy arrange and by private care themselves, as well as those who pay councils?</p>	03/09/2021	<p>Adult social care recipients refer to people aged over 18 who are receiving formal residential or community-based social care services. This includes people with all types of funding arrangements (i.e. those who are state-funded, self-funded, people who pay for care using personal budgets from the local authority, and those are who are self-funded but have their care arranged by the local authority etc.).</p>

11	01/09/2021	What assumptions re workstream 6, the pilot study, should we base our costings for this element on? Given the nature of the pilot study is unclear pending results of the feasibility study...is it likely that all bidders might approach this differently making it hard to compare like for like in the pricing evaluation	03/09/2021	We will evaluate price based on the price given for workstream 1-5 (the pre-pilot work). The maximum budget for these workstreams is £135,500. We do expect bidders to outline, at a high level, the stages they would consider in the design and implementation of a pilot, if one were to go ahead, and what they could potentially deliver within their specified pilot budget. However, the price for the pilot will not be included in the pricing evaluation.
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Appendix B: Moderated Tender Response Marks

Subject	Question	Weighting	Moderated Score (0-4)	Weighted Score
[REDACTED]	[REDACTED] [REDACTED]	[REDACTED]	[REDACTED]	

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	Criteria	Score
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Price and Technical overall score				

