

# Selection Questionnaire

You are **0%** through this questionnaire

Welcome to the standard Selection Questionnaire.

To apply for a public sector contract opportunity (as defined by the Public Contracts Regulations 2015), organisations must complete a standard Selection Questionnaire.

The Selection Questionnaire enables you to make a self-declaration, on behalf of your organisation, in the following areas:

- Part 1 - your organisation and proposed bidding model
- Part 2 - grounds for exclusion from procurement procedures
- Part 3 - financial standing and technical capacity

When you have completed this Selection Questionnaire, it can be shared with the relevant contracting authority to apply for a contract opportunity.

▶ [Download the Selection Questionnaire questions](#)

▶ [Creating a Selection Questionnaire template](#)

▶ [About the Supplier Registration Service](#)

Do you want to re-use answers from an existing Selection Questionnaire?

[Yes, I want to re-use an existing Selection Questionnaire](#)

# Selection Questionnaire

You are **3%** through this questionnaire

## 1. Please provide a name for this standard Selection Questionnaire.

The name will help you and others to identify the SQ. It should reflect your relevant product/service offering and/or the opportunity you are applying for.

Selection Questionnaire Name

## 2. Please provide a description for this standard Selection Questionnaire.

Selection Questionnaire Description

## 3. Please select the CPV (Common Procurement Vocabulary) codes which describe the product/services included in this standard Selection Questionnaire.

The codes you select will help buyers to quickly understand what products/services you provide.

Codes relevant to the opportunity you are applying for have been selected automatically.

Quick CPV code search

Selected CPV codes

# Selection Questionnaire

You are **7%** through this questionnaire

## 4. Please enter your organisation details.

Full name of your company

DUNS number

Address lookup

Street

Town or City

County or State

Postcode

Country

Date of registration in country of origin

Day

Month

Year

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## Guidance

Where applicable, information about your organisation is taken from Dun & Bradstreet. Please change any incorrect details.

Registered VAT number

Registered website address

**5. Confirm any registered numbers against your organisation.**

Registered company number

Registered charity number

**6. Can you provide details of your immediate parent company?**

A company that directly owns more than 50% of your organisation.

Yes  No  Not applicable

Full name of the immediate parent company

Address lookup

Street

Town or City

County or State

Postcode

Country

DUNS number

Registration number

VAT number

**7. Can you provide details of your ultimate parent company?**

The top most responsible company in your corporate family.

Yes  No  Not applicable

Full name of the ultimate parent company

Address lookup

Street

Town or City

County or State

Postcode

Country

DUNS number

Registration number

VAT number

**8.** Please confirm your trading status.

Public limited company

Limited company

Limited liability partnership

Other partnership

Sole trader

Third sector

Other

Please specify your trading status.

**9.** Is your organisation registered with the appropriate professional or trade register(s) in the country where it is established?

Yes  No  Not applicable

Please provide the relevant details, including the registration number(s).

**10.** In order to provide the services specified in this procurement, is it a legal requirement in the country where you are established to possess a particular authorisation, or be a member of a particular organisation?

Yes  No

Please provide additional details of what is required and confirmation that you have complied with this.

**11. What trading name will be used if successful in this procurement?**

Please separate these trading names with a comma.

Trading names

**12. Please state whether any of the following classifications apply to you. Tick all that apply.**

Voluntary, Community and Social Enterprise (VCSE)

Sheltered workshop

Public service mutual

None of the above classifications apply to our organisation

**13. Are you a Small, Medium or Micro Enterprise (SME)?**

Less than 250 employees, and turnover less than €50m or balance sheet less than €43m

Yes  No

**14. Does any individual have significant control (greater than 25% share capital) over the organisation i.e. a Person of Significant Control (PSC)?**



Yes  No

# Selection Questionnaire

You are **10%** through this questionnaire

**15.** How much share capital does PSC 1 own?

Over 25% up to (and including) 50%

More than 50% and less than 75%

75% or more

**16.** Please provide details below for the Person of Significant Control (PSC) 1.

You will need to obtain the consent of the individual to share their personal information.

Name

Date of birth

Day

Month

Year

Nationality

Country, state or part of the UK where the PSC usually lives

Service Address lookup

Street

## Guidance

If your organisation does not have any Persons of Significant Control, select 'No' in response to question 14 in the 'About your Organisation' section.

You can enter up to three Persons of Significant Control (PSC). If you do not have a second or third PSC, select 'Not applicable' for questions 18 and 20, respectively.

Town or City

County or State

Postcode

Country

The date he or she became a PSC in relation to the company (for existing companies the 6 April 2016 should be used)

Day      Month      Year

**17. How much share capital does PSC 2 own?**

- Not applicable
- Over 25% up to (and including) 50%
- More than 50% and less than 75%
- 75% or more

Please provide details below for the Person of Significant Control (PSC)

2.

Name

Date of birth

Day

Month

Year

Nationality

Country, state or part of the UK where the PSC usually lives

Service Address lookup

Street

Town or City

County or State

Postcode

Country

The date he or she became a PSC in relation to the company (for existing companies the 6 April 2016 should be used)

Day

Month

Year

**18.** How much share capital does PSC 3 own?

- Not applicable
- Over 25% up to (and including) 50%
- More than 50% and less than 75%
- 75% or more

Please provide details below for the Person of Significant Control (PSC)  
3.

Name

Date of birth

Day      Month      Year

Nationality

Country, state or part of the UK where the PSC usually lives

Service Address lookup

Street

Town or City

County or State

Postcode

Country

The date he or she became a PSC in relation to the company (for existing companies the 6 April 2016 should be used)

Day

Month

Year

# Selection Questionnaire

You are **13%** through this questionnaire

**19.** Are you bidding as the lead contact for a group of economic operators?

Yes  No

Please provide the name of the group of economic operators (if applicable)

Please provide the proposed legal structure if the group of economic operators intends to form a named single legal entity prior to signing a contract, if awarded.

If you do not propose to form a single legal entity, please explain the legal structure.

**20.** Are you a supporting bidder?

Yes  No

Name of the lead bidder

SQ Reference of the lead bidder

Name of the group

**21.** Are you, or the group of economic operators (if applicable), proposing to use sub-contractors?

Yes  No

Please provide the number of sub-contractors that will be used



# Selection Questionnaire

You are **17%** through this questionnaire

## 22. Please provide details for Sub-contractor 1

Name

Address lookup

Street

Town or City

County or State

Postcode

Country

Company registration number

DUNS number

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### Guidance

To change the number of sub-contractors you intend to use, edit question 23 in the previous 'Bidding Model' section.

Registered VAT number

The role the sub-contractor will take in providing the works and /or supplies e.g. key deliverables

The approximate % of contractual obligations assigned to the sub-contractor

**23.** Please confirm the organisation type of Sub-contractor 1.

- Voluntary, Community and Social Enterprise (VCSE)
- Sheltered Workshop
- Public service mutual
- None of the above

**24.** Please confirm the trading status of Sub-contractor 1.

- Public limited company
- Limited company
- Limited liability partnership
- Other partnership

Sole trader

Third sector

Other

Please specify their trading status.

**25. Is your Sub-contractor 1 a Small, Medium or Micro Enterprise (SME)?**

Less than 250 employees, and turnover less than €50m or balance sheet less than €43m

Yes  No

**26. Please provide details for Sub-contractor 2.**

Name

Address lookup

Street

Town or City

County or State

Postcode

Country

Company registration number

DUNS number

Registered VAT number

The role the sub-contractor will take in providing the works and /or supplies e.g. key deliverables

The approximate % of contractual obligations assigned to the sub-contractor

**27.** Please confirm the organisation type of Sub-contractor 2.

Voluntary, Community and Social Enterprise (VCSE)

Sheltered Workshop

Public service mutual

None of the above

**28.** Please confirm the trading status of Sub-contractor 2.

Public limited company

Limited company

Limited liability partnership

Other partnership

Sole trader

Third sector

Other

Please specify their trading status.

**29.** Is your Sub-contractor 2 a Small, Medium or Micro Enterprise (SME)?

Less than 250 employees, and turnover less than €50m or balance sheet less than €43m

Yes  No

**30.** Please provide details for Sub-contractor 3.

Name

Address lookup

Street

Town or City

County or State

Postcode

Country

Company registration number

DUNS number

Registered VAT number

The role the sub-contractor will take in providing the works and /or

supplies e.g. key deliverables

The approximate % of contractual obligations assigned to the sub-contractor

**33.** Please confirm the organisation type of Sub-contractor 3.

- Voluntary, Community and Social Enterprise (VCSE)
- Sheltered Workshop
- Public service mutual
- None of the above

**34.** Please confirm the trading status of Sub-contractor 3.

- Public limited company
- Limited company
- Limited liability partnership
- Other partnership
- Sole trader

Third sector

Other

Please specify their trading status.

**35. Is your Sub-contractor 3 a Small, Medium or Micro Enterprise (SME)?**

Less than 250 employees, and turnover less than €50m or balance sheet less than €43m

Yes  No

**36. Please provide details for Sub-contractor 4.**

Name

Address lookup

Street

Town or City

County or State

Postcode



Country

Company registration number

DUNS number

Registered VAT number

The role the sub-contractor will take in providing the works and /or supplies e.g. key deliverables

The approximate % of contractual obligations assigned to the sub-contractor

**37.** Please confirm the organisation type of Sub-contractor 4.

Voluntary, Community and Social Enterprise (VCSE)

Sheltered Workshop

Public service mutual

None of the above

**38.** Please confirm the trading status of Sub-contractor 4.

- Public limited company
- Limited company
- Limited liability partnership
- Other partnership
- Sole trader
- Third sector
- Other

Please specify their trading status.

**39.** Is your Sub-contractor 4 a Small, Medium or Micro Enterprise (SME)?

Less than 250 employees, and turnover less than €50m or balance sheet less than €43m

- Yes  No

**40.** Please provide details for Sub-contractor 5.

Name

Address lookup

Street

Town or City

County or State

Postcode

Country

Company registration number

DUNS number

Registered VAT number

The role the sub-contractor will take in providing the works and /or supplies e.g. key deliverables

The approximate % of contractual obligations assigned to the sub-contractor

**41.** Please confirm the organisation type of Sub-contractor 5.

- Voluntary, Community and Social Enterprise (VCSE)
- Sheltered Workshop
- Public service mutual
- None of the above

**42.** Please confirm the trading status of Sub-contractor 5.

- Public limited company
- Limited company
- Limited liability partnership
- Other partnership
- Sole trader
- Third sector
- Other

Please specify their trading status.

**43. Is your Sub-contractor 5 a Small, Medium or Micro Enterprise (SME)?**

Less than 250 employees, and turnover less than €50m or balance sheet less than €43m

Yes  No

**44. Please provide details for Sub-contractor 6.**

Name

Address lookup

Street

Town or City

County or State

Postcode

Country

Country

Company registration number

DUNS number

Registered VAT number

The role the sub-contractor will take in providing the works and /or supplies e.g. key deliverables

The approximate % of contractual obligations assigned to the sub-contractor

**45.** Please confirm the organisation type of Sub-contractor 6.

- Voluntary, Community and Social Enterprise (VCSE)
- Sheltered Workshop
- Public service mutual
- None of the above

**46.** Please confirm the trading status of Sub-

contractor 6.

- Public limited company
- Limited company
- Limited liability partnership
- Other partnership
- Sole trader
- Third sector
- Other

Please specify their trading status.

**47. Is your Sub-contractor 6 a Small, Medium or Micro Enterprise (SME)?**

Less than 250 employees, and turnover less than €50m or balance sheet less than €43m

- Yes
- No

**48. Please provide details for Sub-contractor 7.**

Name

Address lookup

Street

Town or City

County or State

Postcode

Country

Company registration number

DUNS number

Registered VAT number

The role the sub-contractor will take in providing the works and /or supplies e.g. key deliverables

The approximate % of contractual obligations assigned to the sub-contractor



**49.** Please confirm the organisation type of Sub-contractor 7.

- Voluntary, Community and Social Enterprise (VCSE)
- Sheltered Workshop
- Public service mutual
- None of the above

**50.** Please confirm the trading status of Sub-contractor 7.

- Public limited company
- Limited company
- Limited liability partnership
- Other partnership
- Sole trader
- Third sector
- Other

Please specify their trading status.

**51. Is your Sub-contractor 7 a Small, Medium or Micro Enterprise (SME)?**

Less than 250 employees, and turnover less than €50m or balance sheet less than €43m

Yes  No

**52. Please provide details for Sub-contractor 8.**

Name

Address lookup

Street

Town or City

County or State

Postcode

Country

Company registration number

DUNS number

Registered VAT number

The role the sub-contractor will take in providing the works and /or supplies e.g. key deliverables

The approximate % of contractual obligations assigned to the sub-contractor

**53.** Please confirm the organisation type of Sub-contractor 8.

- Voluntary, Community and Social Enterprise (VCSE)
- Sheltered Workshop
- Public service mutual
- None of the above

**54.** Please confirm the trading status of Sub-contractor 8.

- Public limited company

Limited company

Limited liability partnership

Other partnership

Sole trader

Third sector

Other

Please specify their trading status.

**55. Is your Sub-contractor 8 a Small, Medium or Micro Enterprise (SME)?**

Less than 250 employees, and turnover less than €50m or balance sheet less than €43m

Yes  No

**56. Please provide details for Sub-contractor 9.**

Name

Address lookup

Street

Town or City

County or State

Postcode

Country

Company registration number

DUNS number

Registered VAT number

The role the sub-contractor will take in providing the works and /or supplies e.g. key deliverables

The approximate % of contractual obligations assigned to the sub-contractor

**57.** Please confirm the organisation type of Sub-contractor 9.

- Voluntary, Community and Social Enterprise (VCSE)
- Sheltered Workshop
- Public service mutual
- None of the above

**58.** Please confirm the trading status of Sub-contractor 9.

- Public limited company
- Limited company
- Limited liability partnership
- Other partnership
- Sole trader
- Third sector
- Other

Please specify their trading status.

**59. Is your Sub-contractor 9 a Small, Medium or Micro Enterprise (SME)?**

Less than 250 employees, and turnover less than €50m or balance sheet less than €43m

Yes  No

**60. Please provide details for Sub-contractor 10.**

Name

Address lookup

Street

Town or City

County or State

Postcode

Country

Company registration number

DUNS number

Registered VAT number

The role the sub-contractor will take in providing the works and /or supplies e.g. key deliverables

The approximate % of contractual obligations assigned to the sub-contractor

**61.** Please confirm the organisation type of Sub-contractor 10.

- Voluntary, Community and Social Enterprise (VCSE)
- Sheltered Workshop
- Public service mutual
- None of the above

**62.** Please confirm the trading status of Sub-contractor 10.

- Public limited company
- Limited company



Limited liability partnership

Other partnership

Sole trader

Third sector

Other

Please specify their trading status.

**63.** Is your Sub-contractor 10 a Small, Medium or Micro Enterprise (SME)?

Less than 250 employees, and turnover less than €50m or balance sheet less than €43m

Yes  No

**64.** Please provide details for Sub-contractor 11.

Name

Address lookup

Street

Town or City

County or State

Postcode

Country

Company registration number

DUNS number

Registered VAT number

The role the sub-contractor will take in providing the works and /or supplies e.g. key deliverables

The approximate % of contractual obligations assigned to the sub-contractor

**65.** Please confirm the organisation type of Sub-contractor 11.

Voluntary, Community and Social Enterprise (VCSE)

Sheltered Workshop

Public service mutual

None of the above

**66.** Please confirm the trading status of Sub-contractor 11.

Public limited company

Limited company

Limited liability partnership

Other partnership

Sole trader

Third sector

Other

Please specify their trading status.

**67.** Is your Sub-contractor 11 a Small, Medium or Micro Enterprise (SME)?

Less than 250 employees, and turnover less than €50m or balance sheet less than €43m

Yes  No

**68.** Please provide details for Sub-contractor 12.

Name

Address lookup

Street

Town or City

County or State

Postcode

Country

Company registration number

DUNS number

Registered VAT number

The role the sub-contractor will take in providing the works and /or supplies e.g. key deliverables

The approximate % of contractual obligations assigned to the sub-contractor

**69.** Please confirm the organisation type of Sub-contractor 12.

- Voluntary, Community and Social Enterprise (VCSE)
- Sheltered Workshop
- Public service mutual
- None of the above

**70.** Please confirm the trading status of Sub-contractor 12.

- Public limited company
- Limited company
- Limited liability partnership
- Other partnership

Sole trader

Third sector

Other

Please specify their trading status.

**71. Is your Sub-contractor 12 a Small, Medium or Micro Enterprise (SME)?**

Less than 250 employees, and turnover less than €50m or balance sheet less than €43m

Yes  No

**72. Please provide details for Sub-contractor 13.**

Name

Address lookup

Street

Town or City

County or State

Postcode

Country

Company registration number

DUNS number

Registered VAT number

The role the sub-contractor will take in providing the works and /or supplies e.g. key deliverables

The approximate % of contractual obligations assigned to the sub-contractor

**73.** Please confirm the organisation type of Sub-contractor 13.

Voluntary, Community and Social Enterprise (VCSE)

Sheltered Workshop

Public service mutual

None of the above

**74.** Please confirm the trading status of Sub-contractor 13.

Public limited company

Limited company

Limited liability partnership

Other partnership

Sole trader

Third sector

Other

Please specify their trading status.

**75.** Is your Sub-contractor 13 a Small, Medium or Micro Enterprise (SME)?

Less than 250 employees, and turnover less than €50m or balance sheet less than €43m

Yes  No



**76.** Please provide details for Sub-contractor 14.

Name

Address lookup

Street

Town or City

County or State

Postcode

Country

Company registration number

DUNS number

Registered VAT number

The role the sub-contractor will take in providing the works and /or

supplies e.g. key deliverables

The approximate % of contractual obligations assigned to the sub-contractor

**77.** Please confirm the organisation type of Sub-contractor 14.

- Voluntary, Community and Social Enterprise (VCSE)
- Sheltered Workshop
- Public service mutual
- None of the above

**78.** Please confirm the trading status of Sub-contractor 14.

- Public limited company
- Limited company
- Limited liability partnership
- Other partnership
- Sole trader

Third sector

Other

Please specify their trading status.

**79. Is your Sub-contractor 14 a Small, Medium or Micro Enterprise (SME)?**

Less than 250 employees, and turnover less than €50m or balance sheet less than €43m

Yes  No

**80. Please provide details for Sub-contractor 15.**

Name

Address lookup

Street

Town or City

County or State

Postcode

Country

Company registration number

DUNS number

Registered VAT number

The role the sub-contractor will take in providing the works and /or supplies e.g. key deliverables

The approximate % of contractual obligations assigned to the sub-contractor

**81.** Please confirm the organisation type of Sub-contractor 15.

Voluntary, Community and Social Enterprise (VCSE)

Sheltered Workshop

Public service mutual

None of the above

**82.** Please confirm the trading status of Sub-contractor 15.

- Public limited company
- Limited company
- Limited liability partnership
- Other partnership
- Sole trader
- Third sector
- Other

Please specify their trading status.

**83.** Is your Sub-contractor 15 a Small, Medium or Micro Enterprise (SME)?

Less than 250 employees, and turnover less than €50m or balance sheet less than €43m

- Yes  No

**84.** Please provide details for Sub-contractor 16.

Name

Address lookup

Street

Town or City

County or State

Postcode

Country

Company registration number

DUNS number

Registered VAT number

The role the sub-contractor will take in providing the works and /or supplies e.g. key deliverables

The approximate % of contractual obligations assigned to the sub-contractor

**85.** Please confirm the organisation type of Sub-contractor 16.

- Voluntary, Community and Social Enterprise (VCSE)
- Sheltered Workshop
- Public service mutual
- None of the above

**86.** Please confirm the trading status of Sub-contractor 16.

- Public limited company
- Limited company
- Limited liability partnership
- Other partnership
- Sole trader
- Third sector
- Other

Please specify their trading status.

**87. Is your Sub-contractor 16 a Small, Medium or Micro Enterprise (SME)?**

Less than 250 employees, and turnover less than €50m or balance sheet less than €43m

Yes  No

**88. Please provide details for Sub-contractor 17.**

Name

Address lookup

Street

Town or City

County or State

Postcode

Country



Country

Company registration number

DUNS number

Registered VAT number

The role the sub-contractor will take in providing the works and /or supplies e.g. key deliverables

The approximate % of contractual obligations assigned to the sub-contractor

**89.** Please confirm the organisation type of Sub-contractor 17.

- Voluntary, Community and Social Enterprise (VCSE)
- Sheltered Workshop
- Public service mutual
- None of the above

**90.** Please confirm the trading status of Sub-

contractor 17.

Public limited company

Limited company

Limited liability partnership

Other partnership

Sole trader

Third sector

Other

Please specify their trading status.

**91.** Is your Sub-contractor 17 a Small, Medium or Micro Enterprise (SME)?

Less than 250 employees, and turnover less than €50m or balance sheet less than €43m

Yes  No

**92.** Please provide details for Sub-contractor 18.

Name

Address lookup

Street

Town or City

County or State

Postcode

Country

Company registration number

DUNS number

Registered VAT number

The role the sub-contractor will take in providing the works and /or supplies e.g. key deliverables

The approximate % of contractual obligations assigned to the sub-contractor

**93.** Please confirm the organisation type of Sub-contractor 18.

- Voluntary, Community and Social Enterprise (VCSE)
- Sheltered Workshop
- Public service mutual
- None of the above

**94.** Please confirm the trading status of Sub-contractor 18.

- Public limited company
- Limited company
- Limited liability partnership
- Other partnership
- Sole trader
- Third sector
- Other

Please specify their trading status.

**95. Is your Sub-contractor 18 a Small, Medium or Micro Enterprise (SME)?**

Less than 250 employees, and turnover less than €50m or balance sheet less than €43m

Yes  No

**96. Please provide details for Sub-contractor 19.**

Name

Address lookup

Street

Town or City

County or State

Postcode

Country

Company registration number

DUNS number

Registered VAT number

The role the sub-contractor will take in providing the works and /or supplies e.g. key deliverables

The approximate % of contractual obligations assigned to the sub-contractor

**97.** Please confirm the organisation type of Sub-contractor 19.

- Voluntary, Community and Social Enterprise (VCSE)
- Sheltered Workshop
- Public service mutual
- None of the above

**98.** Please confirm the trading status of Sub-contractor 19.

- Public limited company

Limited company

Limited liability partnership

Other partnership

Sole trader

Third sector

Other

Please specify their trading status.

**99.** Is your Sub-contractor 19 a Small, Medium or Micro Enterprise (SME)?

Less than 250 employees, and turnover less than €50m or balance sheet less than €43m

Yes  No

**100.** Please provide details for Sub-contractor 20.

Name

Address lookup

Street

Town or City

County or State

Postcode

Country

Company registration number

DUNS number

Registered VAT number

The role the sub-contractor will take in providing the works and /or supplies e.g. key deliverables

The approximate % of contractual obligations assigned to the sub-contractor



**101.** Please confirm the organisation type of Sub-contractor 20.

- Voluntary, Community and Social Enterprise (VCSE)
- Sheltered Workshop
- Public service mutual
- None of the above

**102.** Please confirm the trading status of Sub-contractor 20.

- Public limited company
- Limited company
- Limited liability partnership
- Other partnership
- Sole trader
- Third sector
- Other

Please specify their trading status.

**103.** Is your Sub-contractor 20 a Small, Medium or Micro Enterprise (SME)?

Less than 250 employees, and turnover less than €50m or balance sheet less than €43m

Yes  No

# Selection Questionnaire

You are **20%** through this questionnaire

**104.** Please provide your contact details and declaration.

▶ [Consequences of misrepresentation](#)

Contact name

Name of organisation

Role in organisation

Telephone number

E-mail address

Street

Town

County

Postcode

Country

**By selecting "I Confirm" you confirm that to the best of your knowledge the answers submitted and information contained in this standard Selection Questionnaire are correct and accurate.**

**You declare that, upon request and without delay you will provide the certificates or documentary evidence referred to in this document.**

**You understand that the information will be used in the selection process to assess your organisation's suitability to be invited to participate further in this procurement.**

**You understand that the authority may reject this submission in its entirety if there is a failure to answer all the relevant questions fully, or if false/misleading information or content is provided in any section.**

**You are aware of the consequences of serious misrepresentation.**

I Confirm

# Selection Questionnaire

You are **23%** through this questionnaire

**105.** Please indicate if, within the past five years you, your organisation or any other person who has powers of representation, decision or control in the organisation has been convicted anywhere in the world of: Participation in a criminal organisation.

► [Definition: Participation in a criminal organisation](#)

Yes  No

Date of conviction

Day      Month      Year

<input type="text"/>	<input type="text"/>	<input type="text"/>
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Reasons for conviction

Length of period of exclusion

Identity of who has been convicted

If the relevant documentation is available electronically, please indicate the following:

Web address

Issuing authority

Precise reference of the documents

**106.** Please indicate if, within the past five years you, your organisation or any other person who has powers of representation, decision or control in the organisation has been convicted anywhere in the world of: Corruption.

▶ [Definition: Corruption](#)

Yes  No

Date of conviction

Day      Month      Year

Reasons for conviction

Length of period of exclusion

Identity of who has been convicted

If the relevant documentation is available electronically, please indicate the following:

Web address

Issuing authority

Precise reference of the documents

**107.** Please indicate if, within the past five years you, your organisation or any other person who has powers of representation, decision or control in the organisation has been convicted anywhere in the world of: Fraud.

▶ [Definition: Fraud](#)

Yes  No

Date of conviction

Day      Month      Year

Reasons for conviction

Length of period of exclusion

Identity of who has been convicted

If the relevant documentation is available electronically, please indicate the following:

Web address

Issuing authority

Precise reference of the documents

**108.** Please indicate if, within the past five years you, your organisation or any other person who has powers of representation, decision or control in the organisation has been convicted anywhere in the world of: Terrorist offences or offences linked to terrorist activities.

► [Definition: Terrorist offences or offences linked to terrorist activities](#)

Yes  No

Date of conviction

Day      Month      Year

Reasons for conviction

Length of period of exclusion

Identity of who has been convicted

If the relevant documentation is available electronically, please indicate the following:

Web address



Issuing authority

Precise reference of the documents

**109.** Please indicate if, within the past five years you, your organisation or any other person who has powers of representation, decision or control in the organisation has been convicted anywhere in the world of: Money laundering or terrorist financing.

▶ [Definition: Money laundering or terrorist financing](#)

Yes  No

Date of conviction

Day      Month      Year

Reasons for conviction

Length of period of exclusion

Identity of who has been convicted

If the relevant documentation is available electronically, please indicate the following:

Web address

Issuing authority

Precise reference of the documents

**110.** Please indicate if, within the past five years you, your organisation or any other person who has powers of representation, decision or control in the organisation has been convicted anywhere in the world of: Child labour and other forms of trafficking in human beings.

▶ [Definition: Child labour and other forms of trafficking human beings](#)

Yes  No

Date of conviction

Day      Month      Year

Reasons for conviction

Length of period of exclusion

Identity of who has been convicted

If the relevant documentation is available electronically, please indicate the following:

Web address

Issuing authority

Precise reference of the documents

**111.** If you responded 'yes' to any of the questions 105 to 110, please provide details of any measures that have been taken to demonstrate the reliability of your organisation (Self Cleaning).

▶ [Self Cleaning](#)

Details of any measures

**112.** Regulation 57(3): Have any members of your organisation or a partner organisation been legally found to be in breach of tax payments or social security contributions?

▶ [Non-payment of tax and social security contributions](#)

Yes  No

Please provide further details.

**113.** Can you confirm that you have paid, or have entered into a binding arrangement to pay, any outstanding tax payments or social security contributions, including any accrued interest and/or fines (if applicable)?

I Confirm

# Selection Questionnaire

You are **27%** through this questionnaire

**114.** Within the past three years, anywhere in the world, has the following situation applied to you or your organisation: Breach of environmental obligations?



[Definition: Obligations in the field of environment, social and labour law](#)

▶ [ANNEX X Extract from Public Procurement Directive 2014/24/EU](#)

Yes  No

Provide details. Please also explain what measures have been taken to demonstrate the reliability of your organisation, despite the existence of a relevant ground for exclusion (Self Cleaning).

**115.** Within the past three years, anywhere in the world, has the following situation applied to you or your organisation: Breach of social obligations?



[Definition: Obligations in the field of environment, social and labour law](#)

▶ [ANNEX X Extract from Public Procurement Directive 2014/24/EU](#)

Yes  No

Provide details. Please also explain what measures have been taken to demonstrate the reliability of your organisation, despite the existence of a relevant ground for exclusion (Self Cleaning).

**116.** Within the past three years, anywhere in the world, has the following situation applied to you or your organisation: Breach of labour law obligations?



[Definition: Obligations in the field of environment, social and labour law](#)

▶ [ANNEX X Extract from Public Procurement Directive 2014/24/EU](#)

Yes  No

Provide details. Please also explain what measures have been taken to demonstrate the reliability of your organisation, despite the existence of a relevant ground for exclusion (Self Cleaning).

**117.** Within the past three years, anywhere in the world, has the following situation applied to you or your organisation: Declared bankrupt or is the subject of insolvency or winding-up proceedings?

▶ [Definition: Bankruptcy, insolvency](#)

Yes  No

Provide details. Please also explain what measures have been taken to demonstrate the reliability of your organisation, despite the existence of a relevant ground for exclusion (Self Cleaning).

**118.** Within the past three years, anywhere in the world, has the following situation applied to you or your organisation: Guilty of grave professional misconduct?

▶ [Definition: Grave professional misconduct](#)

Yes  No

Provide details. Please also explain what measures have been taken to demonstrate the reliability of your organisation, despite the existence of a relevant ground for exclusion (Self Cleaning).

**119.** Within the past three years, anywhere in the world, has the following situation applied to you or your organisation: Entered into agreements with other economic operators aimed at distorting competition?

▶ [Definition: Distortion of competition](#)

Yes  No

Provide details. Please also explain what measures have been taken to demonstrate the reliability of your organisation, despite the existence of a relevant ground for exclusion (Self Cleaning).

**120.** Within the past three years, anywhere in the world, has the following situation applied to you or your organisation: Aware of any conflict of interest within the meaning of regulation 24 of the Public Contracts Regulation 2015?

▶ [Definition: Conflict of interest](#)

Yes  No

Provide details. Please also explain what measures have been taken to demonstrate the reliability of your organisation, despite the existence of a relevant ground for exclusion (Self Cleaning).

**121.** Within the past three years, anywhere in the world, has the following situation applied to you or your organisation: Been involved in the preparation of the procurement procedure?

Yes  No

Provide details. Please also explain what measures have been taken to demonstrate the reliability of your organisation, despite the existence of a relevant ground for exclusion (Self Cleaning).

**122.** Within the past three years, anywhere in the world, has the following situation applied to you or your organisation: Shown significant or persistent deficiencies in the performance of a substantive requirement under a prior public contract, a prior contract with a contracting entity, or a prior concession contract, which led to early termination of that prior contract, damages or other comparable sanctions?

▶ [Definition: Prior performance issues](#)

Yes  No

Provide details. Please also explain what measures have been taken to demonstrate the reliability of your organisation, despite the existence of a relevant ground for exclusion (Self Cleaning).



**123.** Within the past 3 years, anywhere in the world, has the following situation applied to you or your organisation: Guilty of serious misrepresentation of the information required for the fulfilment of the selection criteria?

▶ [Definition: Misrepresentation and undue influence](#)

▶ [Definition: Consequences of misrepresentation](#)

Yes  No

Provide details. Please also explain what measures have been taken to demonstrate the reliability of your organisation, despite the existence of a relevant ground for exclusion (Self Cleaning).

**124.** Within the past 3 years, anywhere in the world, has the following situation applied to you or your organisation: Has withheld information required for the fulfilment of the selection criteria?

Yes  No

Provide details. Please also explain what measures have been taken to demonstrate the reliability of your organisation, despite the existence of a relevant ground for exclusion (Self Cleaning).

**125.** Within the past 3 years, anywhere in the world, has the following situation applied to you or your organisation: Been unable to submit supporting documents required under Regulation 59 of the Public Contracts Regulations 2015?

Yes  No

Provide details. Please also explain what measures have been taken to demonstrate the reliability of your organisation, despite the existence of a relevant ground for exclusion (Self Cleaning).

**126.** Within the past 3 years, anywhere in the world, has the following situation applied to you or your organisation: Unduly influencing the decision-making process of the contracting authority by obtaining confidential information or providing misleading information?

Yes  No

Provide details. Please also explain what measures have been taken to demonstrate the reliability of your organisation, despite the existence of a relevant ground for exclusion (Self Cleaning).

# Selection Questionnaire

You are **30%** through this questionnaire

**127.** Are you able to provide a copy of your audited accounts for the last two years, if requested?

Yes  No

**128.** Please indicate which of the following you can provide

A statement of the turnover, Profit and Loss Account/Income Statement, Balance Sheet/Statement of Financial Position and Statement of Cash Flow for the most recent year of trading for your organisation.

A statement of the cash flow forecast for the current year and a bank letter outlining the current cash and credit position.

Alternative means of demonstrating financial status if any of the above are not available (e.g. forecast of turnover for the current year and a statement of funding provided by the owners and/or the bank, charity accruals accounts or an alternative means of demonstrating financial status).

**129.** Do you meet the minimum level of economic and financial standing and/or minimum financial threshold specified within the evaluation criteria for this procurement?

Yes  No

**130.** Are you able to provide parent company accounts if requested at a later stage?

Yes  No

**131.** Would the parent company be willing to provide a guarantee if necessary?

Yes  No

**132.** Would you be able to obtain a guarantee elsewhere (e.g. from a bank)?

Yes  No

# Selection Questionnaire

You are **33%** through this questionnaire

**133.** Are you able to provide details of your first example contract?

Yes  No

Name of customer organisation

Point of contact in customer organisation

Position in the organisation

E-mail address

Description of contract

Contract start date

Day      Month      Year  
           

Contract completion date

Day      Month      Year  
           

Estimated contract value

---

## Guidance

The named contact provided should be able to provide written evidence to confirm the accuracy of the information provided below.

Consortia bids should provide relevant examples of where the consortium has delivered similar requirements. If this is not possible (e.g. the consortium is newly formed or a Special Purpose Vehicle is to be created for this contract) then three separate examples should be provided between the principal member(s) of the proposed consortium or Special Purpose Vehicle (three examples are not required from each member).

Where the Supplier is a Special Purpose Vehicle, or a managing agent not intending to be the main provider of the supplies or services, the information requested should be provided in respect of the main intended provider(s) or sub-contractor(s) who will deliver the contract.

**134.** Are you able to provide details of your second example contract?

Yes  No

Name of customer organisation

Point of contact in customer organisation

Position in the organisation

E-mail address

Description of contract

Contract start date

Day      Month      Year

<input type="text"/>	<input type="text"/>	<input type="text"/>
----------------------	----------------------	----------------------

Contract completion date

Day      Month      Year

<input type="text"/>	<input type="text"/>	<input type="text"/>
----------------------	----------------------	----------------------

Estimated contract value

**135.** Are you able to provide details of your third example contract?

Yes

No

Name of customer organisation

Point of contact in customer organisation

Position in the organisation

E-mail address

Description of contract

Contract start date

Day

Month

Year

Contract completion date

Day

Month

Year

Estimated contract value

**136.** You have indicated that you propose to use sub-contractors if successful in this procurement. Please

demonstrate how you have previously maintained healthy supply chains with your sub-contractor(s).

### Evidence

Attachment description

File

 No file selected

Browse previous...

Save attachment

Saved attachments

Attachment description	File name
------------------------	-----------

You haven't added any attachments

Evidence should include, but is not limited to, details of your supply chain management tracking systems to ensure performance of the contract and including prompt payment or membership of the UK Prompt Payment Code (or equivalent schemes in other countries)

**137.** If you cannot provide at least one example customer contract, in no more than 500 words please provide an explanation for this e.g. your organisation is a new start-up or you have provided services in the past but not under a contract.



# Selection Questionnaire

You are **37%** through this questionnaire

**138.** Are you a relevant commercial organisation as defined by section 54 ("Transparency in supply chains etc.") of the Modern Slavery Act 2015 "the Act"?

▶ [Modern Slavery Act 2015](#)

Yes  No

**139.** Are you compliant with the annual reporting requirements contained within Section 54 of the Modern Slavery Act 2015 (if applicable)

▶ [Guidance for Modern Slavery Act](#)

Yes  No

Please provide an explanation.

The Modern Slavery Assessment can help you to prepare a modern slavery statement, which you must publish if your organisation conducts business in the UK and has a turnover of £36 million or more.

Click the 'Start Modern Slavery Assessment' link in the Get Started Menu on your dashboard.

Please provide a link to your slavery and human trafficking statement

Completing the HMG Modern Slavery Assessment can help your organisation to further demonstrate its commitment to tackling slavery. The Assessment will allow your organisation to easily evidence compliance and good practice to public sector buyers.

Click the 'Start HMG Modern Slavery Assessment' link in the Get Started Menu on your dashboard.

# Selection Questionnaire

You are **40%** through this questionnaire

Does your organisation have the following insurance cover, or can commit to obtaining it prior to the commencement of the contract?

---

## Guidance

Suppliers who self-certify that they meet the requirements to these additional questions will be required to provide evidence of this if they are successful at contract award stage.

### 140. Employer's (Compulsory) Liability Insurance

**It is a legal requirement that all companies hold Employer's (Compulsory) Liability Insurance of £5 million as a minimum. Please note this requirement is not applicable to Sole Traders.**

Yes  No

Level of Insurance Cover (£)

### 141. Public Liability Insurance

Yes  No

Level of Insurance Cover (£)

### 142. Professional Indemnity Insurance

Yes  No

Level of Insurance Cover (£)

### 143. Product Liability Insurance

Yes

No

Level of Insurance Cover (£)

# Selection Questionnaire

You are **43%** through this questionnaire

**144.** Please confirm if you will be supporting apprenticeships and skills development through this contract.

▶ [Guidance for supporting apprenticeships](#)

Yes  No

**145.** If requested, can you provide evidence of your commitment to supporting apprenticeships and skills development?

Yes  No

**146.** Do you have a process in place to ensure that your supply chain supports skills, development and apprenticeships in line with PPN 14/15 and can provide evidence if requested?

▶ [Procurement Policy Note 14/15](#)

Yes  No

# Selection Questionnaire

You are **47%** through this questionnaire

**147.** Please describe the supply chain management systems, policies, standards and procedures you currently have in place to ensure robust supply chain management.

▶ [Procurement Policy Note 16/15](#)

**148.** Please provide details of previous similar projects where you have demonstrated a high level of competency and effectiveness in managing of all supply chain members involved in steel supply or production so that there was a sustainable and safe supply of steel.

**149.** Please provide all the relevant details of previous breaches of health and safety legislation in the last 5 years, applicable to the country in which you operate, on comparable projects, for both:

Your company.

All your supply chain members involved in the production or supply of steel.



# Selection Questionnaire

You are **50%** through this questionnaire

**150.** Can you supply a list of your relevant principal contracts for goods and/or services provided in the last three years?

▶ [Taking account of suppliers' past performance](#)

Yes  No

**151.** On request, can you provide certificates of performance for your principal contracts from the relevant customers?

Yes  No

**152.** If you cannot obtain a performance certificate from a customer, can you explain the reasons why?

Yes  No

**153.** If any of the performance certificates state that goods and/or services supplied were not satisfactory, are you able to supply information which shows why this will not recur in this contract, if you are awarded it?

Yes  No

**154.** Can you supply the information requested in



Q.150 to Q.153 for any sub-contractors or consortium members that you are relying upon to perform this contract?

Yes

No

Not applicable

# Selection Questionnaire

You are **53%** through this questionnaire

**155.** Does your organisation have Cyber Essentials certification?

Yes  No

To learn more about Cyber Essentials and to gain certification, please click the "Start Cyber Essentials" link in the Get Started menu on your dashboard.

Describe the Scope of the certification

Date of certification

Day      Month      Year

  

Certification Serial Number

**156.** Does your organisation have Cyber Essentials Plus certification?

Yes  No

To learn more about Cyber Essentials and to gain certification, please click the "Start Cyber Essentials" link in the Get Started menu on your dashboard.

Describe the Scope of the certification

Date of certification

Day      Month      Year



Certification Serial Number

# Submission

You are **99%** through this questionnaire

Your Selection Questionnaire is now complete.

Please note your unique Selection Questionnaire Reference, which can be used to identify your submission.

## Selection Questionnaire Reference

This is your standard Selection Questionnaire reference.  
**SQ-USPY246/1**

### Submitting your Selection Questionnaire

Press 'Complete and Exit' to save your Selection Questionnaire.

To review your answers before submitting, press 'Save and view answers'.

You may be asked at a later date to submit any supporting evidence that you have indicated you can provide.

**Complete and Exit**

[Previous question](#)

[Save and view answers](#)

### Guidance

Before completing your response, please ensure that this standard Selection Questionnaire addresses any specific contract opportunity requirements and that all of the information is up to date.

Please check that you have reviewed and wish to submit the information detailed within 'Part 1: Section 1 - Potential Supplier Information', 'Part 1: Section 1 - Bidding Model', 'Part 2: Section 2 - Grounds for mandatory exclusion' 'Part 2: Section 3 - Grounds for discretionary exclusion'.

# Research Marketplace DPS

You are **0%** through this questionnaire

Welcome to the Research Marketplace Dynamic Purchasing System (DPS) Registration questionnaire.

You will only have to complete this questionnaire once to register on Research Marketplace (DPS). This questionnaire allows you to register your Market, Social and Economic Research services with Crown Commercial Service (CCS).

As part of the registration process, you will be asked to provide information about the types of research services you can provide. This information will allow buyers to invite you to bid for contracts that are suited to you directly, streamlining the contracting process. This questionnaire should be updated if your business changes its service offerings to ensure all opportunities offered are valid.

# Research Marketplace DPS

You are **5%** through this questionnaire

**1a.** Please provide the following information for contract example 1 in the text boxes provided.

▶ [Compliance criteria](#)

Failure to provide contract examples in this section of the Selection Questionnaire will result in your 'request to participate' being rejected. Your organisation can reapply for the RM6018 Research Marketplace DPS as soon as you can provide the required two contract examples in accordance with the response guidance provided.

Name of customer organisation

Point of contact in customer organisation

Position in the organisation

E-mail address

Description of contract

Contract start date

Day

Month

Year

Contract completion date

Day

Month

Year

Estimated contract value

**1b.** Please provide the following information for contract example 2 in the text boxes provided.

▶ [Compliance criteria](#)

Failure to provide contract examples in this section of the Selection Questionnaire will result in your 'request to participate' being rejected. Your organisation can reapply for the RM6018 Research Marketplace DPS as soon as you can provide the required two contract examples in accordance with the response guidance provided.

Name of customer organisation

Point of contact in customer organisation

Position in the organisation

E-mail address

Description of contract

Contract start date

Day

Month

Year

Contract completion date

Day

Month

Year

Estimated contract value

**1c.** Please provide the following information for Contract Example 1 detailed in question number 133 of the Selection Questionnaire and/or as detailed in question number 1a above. Your response must include:

A summary of the contract, demonstrating your technical capability and capacity to deliver a research project, detailing the project name, research topic, research participants, methodology and approach.

The objectives and/or key performance indicators, set by the customer at the start of the contract, and how you were able to meet them (including targets and the results you achieved).

**1d.** Please provide the following information for Contract Example 2 detailed in question number 134 of the Selection Questionnaire and/or as detailed in question number 1b above. Your response must include:

A summary of the contract, demonstrating your technical capability and capacity to deliver a research project, detailing the project name, research topic, research participants and methodology and approach.

The objectives and/or key performance indicators, set by the customer at the start of the contract, and how you were able to meet them (including targets and the results you achieved).





# Research Marketplace DPS

You are **10%** through this questionnaire

**1e.** You have provided a response to contract example 1 and contract example 2 in questions 1c and 1d. Please download [Attachment 1a](#) (Letter of Confirmation - Contract Example 1) and [Attachment 1b](#) (Letter of Confirmation - Contract Example 2), complete the highlighted fields and upload Attachments 1a (Letter of Confirmation - Contract Example 1) and 1b (Letter of Confirmation - Contract Example 2) to certify the contract examples you have provided in questions 1c and 1d.

You must ensure Attachment 1a (Letter of Confirmation - Contract Example 1) and Attachment 1b (Letter of Confirmation - Contract Example 2) has been duly signed by both parties, both from you organisation and the customer organisation.

► [Guidance on non compliant criteria](#)

Please upload Letter of Confirmation - Contract Example 1

 No file selected

Save attachment

Saved attachments

**File name**

---

You haven't added any attachments

---

Please upload Letter of Confirmation - Contract Example 2

 No file selected

Save attachment

Saved attachments

**File name**

---

You haven't added any attachments

---

# Research Marketplace DPS

You are **15%** through this questionnaire

**2.** Please indicate if, within the past three years, anywhere in the world if you, your organisation or any other person who has powers of representation, decision or control in the organisation has breached data protection obligations?

▶ [Guidance on non compliant criteria](#)

Yes  No

Please provide details

**3.** Please self-certify that your organisation and/or any of your Group of Economic Operators and/ or proposed Key Sub-Contractors will comply with the "Supplier Code of Conduct" as detailed in the guidance in the following link:

▶ [Supplier Code of Conduct September 2017](#)

▶ [Guidance on non compliant criteria](#)

Yes  No

**4.** Please confirm that you, your organisation or any other person who has powers of representation, decision or control in the organisation will approach and undertake all research projects awarded via DPS ethically? (Please note, you may be asked to provide further details of your approach at call for

competition).

▶ [Guidance on non compliant criteria](#)

Yes  No

**5.** In accordance with questions 140, 141 and 142 of the SQ, please confirm by selecting the three boxes below, that you have, or agree to obtain before any contract commencement date, the following levels of insurance cover:

**\*It is a legal requirement that all companies hold Employer's (Compulsory) Liability Insurance of £5 million as a minimum. Please note this requirement is not applicable to sole traders.**

▶ [Guidance on non compliant criteria](#)

Employer's (Compulsory) Liability Insurance\* = £5,000,000

Public Liability Insurance = £1,000,000

Professional Indemnity Insurance = £1,000,000

# Research Marketplace DPS

You are **20%** through this questionnaire

**6a.** Please select the research topics category on which your organisation is able to provide services.

You are advised to select only the relevant criteria to your organisation.

Buyers using Research Marketplace will assess your credentials for specific contract opportunities during call for competitions.

Social

Sector

Health

Finance

Communications

Business

# Research Marketplace DPS

You are **25%** through this questionnaire

**6b.** Please select the research topics sub-category on which your organisation is able to provide services.

## Social

- Apprenticeships
- Arts and Culture
- Brexit/EU Relations
- Community Cohesion/Engagement
- Crime, Policing and Justice
- Digital Public Services
- Education (Higher)
- Education (Pre-School)
- Education (Primary)
- Education (Secondary)
- Environmental
-

- Equality and Diversity
- Extremism
- Health and Safety
- Housing
- Human Rights
- Legal
- Migration
- Military and Defence
- Poverty and Social Exclusion
- Public Service Recruitment
- Satisfaction/Reputation
- Social Attitudes
- Social Care
- Staff Research/Engagement
- Workers Rights/Responsibilities

- Agriculture
- Automotive
- Catering/Hospitality
- Central Government
- Charities/Voluntary
- Computers - Hardware
- Computers - Software
- Construction
- Digital Design, Development and Delivery
- Energy
- Engineering
- Entertainment - In Home
- Entertainment - Out of Home
- Fashion/Clothing
- Food
- Gambling/Online Gaming



- Information Technology
- Infrastructure
- Local Government
- Manufacturing
- Office Equipment
- Property/Construction/Housing
- Retail
- Science and Technology
- Sport/Leisure
- Telecommunications
- Tobacco
- Trades
- Transportation
- Travel/Tourism
- Utilities

## Health

Substance Use Including Addiction

Ageing Well

Disability

Health and Wellbeing

Mental Health

Nutrition

Public Health

## Finance

Accountancy

Compliance with HMRC

Credit Usage

Debt Advice

Finance/Investment - Business

Finance/Investment - Personal

Financial Advice and Guidance

- Financial Capability
- Financial Services
- HMRC Benefits and Credits
- Home Ownership
- Income and Wealth
- Insurance
- Pensions
- Personal Money Management
- Personal Savings
- Personal Taxation
- Retirement Planning

## Communication

- Ad Testing/Development
- Campaign Planning
- Corporate Narrative
- Events/Conferences
- Media (Broadcast)
- Media (Mobile)
- Media (Online)
- Media (Print)
- Media Relations
- Social Media
- Campaign/Communications Evaluation

## Business

Business Taxation

Competition, Markets and Mergers

Economics

Emerging Markets

Employment

Productivity

Recruitment

Trade

Training and Skills

Supply Chains

Innovation

# Research Marketplace DPS

You are **30%** through this questionnaire

**7a.** Please select the research methods/services category your organisation is able to provide.

You are advised to select only the relevant criteria to your organisation.

Buyers using Research Marketplace will assess your credentials for specific contract opportunities during call for competitions.

- Analysis
- Consultancy
- Evaluation
- Mystery Shopping
- Qualitative (Face-to-Face)
- Qualitative (Online)
- Qualitative (Services)
- Qualitative (Specialist)
- Qualitative
- Quantitative (Face-to-Face)
- Quantitative (Online)

Quantitative (Specialist)

Quantitative (Telephone)

Quantitative

Reporting Outputs

# Research Marketplace DPS

You are **35%** through this questionnaire

**7b.** Please select the research methods/services sub-category your organisation is able to provide.

## Analysis

Advanced Statistical Techniques

Coding/Data Entry

Contribution Analysis

Cost Benefit Analysis

Data Analytics

Data Fusion

Data Mining

Desk Research

Econometrics

Economic Appraisal

Evaluability Assessment

Forecasting



- Geo-demographic Modelling/Segmentation
- Horizon Scanning
- Market Analysis/Sizing
- Meta-Analysis
- Multivariate Stats and Modelling
- Outcome Mapping
- Policy Appraisal
- Predictive Analysis
- Pricing
- Process Tracing/Bayesian Updating
- Programme Logic/Logic Modelling
- Propensity Scoring
- Qualitative
- Qualitative Comparative Analysis (QCA)
- Quantitative
- Rapid Evidence Assessments

- Regression Discontinuity
- Scenario Building
- Secondary Analysis
- Segmentation
- Semiotics
- Soft Systems Modelling
- Statistically Created Counterfactual
- General
- Macroeconomics

## Consultancy

- Behavioural Economics
- Behavioural Research
- Case Study Design
- Cross-Sectional Design
- Collaborative Outcomes Reporting

- Comparative Design
- Customer Journey Mapping
- Experiments and Quasi-Experiments
- Eye Tracking
- Gamification
- Longitudinal Design
- Peer Review
- Quantitative Sampling and Design
- Quasi-Experimental
- Questionnaire Design
- Questionnaire Programming/Scripting
- Reputation Management
- Research Ethics
- Theory of Change
- Trendspotting

## Evaluation

- Evaluation Planning/Design
- Evaluation Training/Coaching
- Event Evaluation
- Impact Evaluation
- Implementation Evaluation
- Outcome Evaluation
- Participatory Evaluation
- Process Evaluation
- Realist Evaluation
- Return On Investment Analysis
- Social Return on Investment
- Systematic Review

## Mystery Shopping

- Face-to-Face
- Online

Telephone

General

## Qualitative (Face-to-Face)

Appreciative Enquiry

Co-Creation

Cognitive Interviewing

Cognitive Testing

Concept Testing

Critical Incident Interviews

Depth Interviews

Ethnography

Focus Groups

Hall Tests

Life History/Biographical Interviews

Longitudinal Research

Mind Mapping

New Product Development

Observation

Product Testing

Workshops

### Qualitative (Online)

Co-Creation

Concept Testing

Depth Interviews

Ethnography

Focus Groups

Life History/Biographical Interviews

Longitudinal Research

Online Community

### Qualitative (Services)

Participant Recruitment

Telephone Depth Interviews

Transcription

Viewing Facilities

### Qualitative (Specialist)

Diary Research

### Qualitative

General

### Quantitative (Face-to-Face)

CAPI

Exit Surveys

In-Home/Doorstep Interviews

Longitudinal Surveys

mCAPI

Omnibus Surveys

Panels

Street Interviews

## Quantitative (Online)

Address-Based Online Surveys

Longitudinal Surveys

Mobile Web Surveys

Omnibus Surveys

Online Communities

Panels

## Quantitative (Specialist)



- Audience Measurement
- Benchmarks
- Biometrics
- Clinical Trials
- Conjoint/Discrete Choice/MAXDIFF/Stated Preference/Trade-Off
- Kiosk Interviews
- Postal Research
- Randomised Control Trials
- Simulated Test Markets
- SMS
- Social Media Analysis
- Website Tracking/Analytics

### Quantitative (Telephone)

- CATI
- Longitudinal Surveys

Omnibus Surveys

Panels

## Quantitative

General

## Reporting Outputs

Automated Reporting

Case Studies

Causal Loop Diagram

Data Visualisation

In-Depth/Bespoke Reporting and Analysis

Infographics

Online Results and Data Portals

Presentations

Tabulation and Analysis

Thematic Analysis

# Research Marketplace DPS

You are **40%** through this questionnaire

**8a.** Please select the specific participant group categories with which your organisation is able to conduct services.

You are advised to select only the relevant criteria to your organisation.

Buyers using Research Marketplace will assess these credentials for specific contract opportunities during call for competitions.

- Economy
- Ethnicity
- Health
- Lifestage
- Professions
- Social
- Socio-Economic

# Research Marketplace DPS

You are **45%** through this questionnaire

**8b.** Please select the specific participant group sub-categories with which your organisation is able to conduct services.

Economy

- Business Leaders
- Business Managers
- Consumers
- Entrepreneurs
- Financial Advisers
- Home Owners/Buyers
- Individuals Subject to HMRC Compliance Interventions
- Individuals/Firms Evading Tax
- Individuals/Firms Taxpayers
- Self-Employed
- SMEs
- Tax Agents and Intermediaries

## Ethnicity

- Arab
- Asian/Asian British
- BAME/BME
- Bangladeshi
- Black African/Caribbean/Black British
- Chinese
- Eastern European
- Gypsy/Traveller
- Indian
- Irish
- Mixed
- Pakistani
- Scottish
- Welsh
- White

## Health

- Disability
- Long-Term Illness
- Mental Health Issues
- Substance Misusers

## Lifestage

- Apprentices
- Children (aged upto 11)
- Higher Education Students
- Midlife
- Older Persons
- Parents
- Retired
- Youth/Teens (Aged 12+)

## Professions

- Academic/Higher Education
- Employers
- Media/Journalists
- Membership/Stakeholder Bodies
- NGOs
- Private Sector Employees
- Public Sector Employees
- Employees
- Retirement Planners
- Healthcare

## Social

- Anti-Social/Deviant Behaviour
- Car Drivers
- Commuters/Regular Travellers
- Cyclists
- Gay/Lesbian/Bisexual/Transgender



- General Public
- Hidden Populations
- Low Financial/Numeracy/Literacy Skills
- Motorcyclists
- Offenders/Ex-Offenders
- Religious Groups/Faith
- Tourists
- Van/Lorry Drivers
- Victims of Crime
- Vulnerable Groups
- Digitally Excluded

Socio-Economic

- Affluent/High Income
- Benefit Dependency
- Debt/Low Income

Economically Inactive

Financially Excluded

Rented Housing

Unemployed

Underemployed

# Research Marketplace DPS

You are **50%** through this questionnaire

**9a.** Please select the research location categories in which your organisation is able to provide services.

You are advised to select only the relevant criteria to your organisation.

Buyers using Research Marketplace will assess these credentials for specific contract opportunities during call for competitions.

- UK
- British Overseas Territories
- Crown Dependencies
- Commonwealth
- EU
- International

# Research Marketplace DPS

You are **55%** through this questionnaire

**9b.** Please select the research location sub-categories in which your organisation is able to provide services.

UK

- England
- Wales
- Scotland
- Northern Ireland
- East Midlands
- East of England
- London
- North East
- North West
- South East
- South West

- West Midlands
- Yorkshire and The Humber
- Rural Communities
- Urban Communities
- Deprived Communities
- Seaside/Coastal Communities
- Social Housing Estates/Communities

**British Overseas Territories**

Gibraltar

Other

Please specify

**Crown Dependencies**

Channel Islands

Isle of Man

**Commonwealth**

Australia

Canada

India

New Zealand

Pakistan

Other

Please specify

EU

Republic of Ireland

Other

Please specify

International

Africa

Asia

China

Japan

Russia

South America

South Korea

USA

Other

Please specify

# Research Marketplace DPS

You are **60%** through this questionnaire

**10.** Does your organisation adhere to a code of conduct in relation to the provision of research services?

Yes  No

Please provide details



# Research Marketplace DPS

You are **65%** through this questionnaire

Thank you for completing the Research Marketplace DPS questionnaire.

By sending this information you confirm that you are an authorised representative of the organisation for which you have responded. In addition, this confirms that the information you have provided for the questionnaire represents a true and honest account of your organisation's performance and that no information has been omitted which should reasonably have been shared.

▶ [Guidance on sharing of evidence prior to award](#)

To review your answers and make any final amendments prior to sending, please click "**Save and view answers**" below.

To send your Research Marketplace questionnaire, please click "**Continue**" below.

# Research Marketplace DPS

**13.** Have you reviewed the related self cleaning evidence?

Yes  No

Explain the reason why self cleaning evidence is not reviewed

**14.** Are you satisfied with the evidence and explanation provided by the supplier?

Yes  No

Explain the reason why you are not satisfied with the evidence or explanation provided by supplier

# Research Marketplace DPS

You have successfully completed the SQ for Research Marketplace. The DPS agreement will be electronically signed and managed by Crown Commercial Service (CCS) and you.

Final sign off to ensure a legally binding DPS agreement between CCS and you is complete by you ticking your acceptance in the below box.

By ticking, you are confirming that you comply with the following agreements and documentation, which you should download and retain:

- [DPS Agreement](#) (which includes provision of Management Information and Payment of management Levy)
- [Privacy Statement](#)
- Answer Link
- Answer Link
- [DPS Bid Pack](#) (which includes the DPS Needs and Customer Needs documents)

Once you have ticked your agreement to the covenants above you will be formally 'Appointed' to the DPS for Research Marketplace.

Failure to tick your agreement at this stage will prevent you from securing your appointment on to the DPS for Research Marketplace, as there will be no legally binding DPS agreement between CCS and you.

I Agree

# Research Marketplace DPS

**15.** Confirm the rejection of this supplier for Research Marketplace DPS.

I Confirm

Explain the reason for rejection of this supplier for Research Marketplace DPSQ.

Date supplier can reapply

Day	Month	Year
<input type="text"/>	<input type="text"/>	<input type="text"/>

# Research Marketplace DPS

**16.** Please confirm if you wish to reappoint this supplier.

I Confirm

Please provide a reason

# Research Marketplace DPS

17. Select 'I confirm' to confirm that you wish to leave the Research Marketplace DPS.

I Confirm

Please provide a reason

# Research Marketplace DPS

**18.** Your organisation has now left the Research Marketplace DPS.

You indicated the following reason for leaving the DPS.

