**SECTION 10 RESPONSE TO THE EVALUATION CRITERIA**

**STAKEHOLDER CONFIDENCE SURVEY**

**Please read before starting to complete your response**

Bidders are asked to complete the following sections in full.

Please ensure you provide a comprehensive account of how you meet each criterion giving dates, examples and any other details as appropriate.

If you plan to use artificial intelligence tools in the delivery of the project you must tell us how you plan to use them as well as how you will manage the risks under the relevant criterion. We do not yet have a published policy on use of AI for research but we are inclined to say that we do not want research suppliers to solely rely on artificial intelligence tools for aspects of research projects without human involvement

We are looking for specific information, experience, skills and qualities as listed below. Please demonstrate your evidence against each criterion.

We will only evaluate responses provided against each criterion where applicable and will not look for extra information in a response to another criterion.  Please do not cross refer to responses provided elsewhere.

There are no word limits but please try to keep your responses concise, answering the questions for each criterion. Refer to the contract specification if necessary. Please do not include or attach reference documents or brochures unless specifically requested to as evidence.

**Bidder name (*please insert*):**

1. **For Information only – not scored**

Artificial Intelligence (AI) tools can be used to improve the efficiency of your bid writing process, however they may also introduce an increased risk of misleading statements via ‘hallucination’. Have you used AI or machine learning tools, including large language models, to assist in any part of your tender submission? This may include using these tools to support the drafting of responses to award questions.

Yes ロ No ロ

If Yes, Please provide details:

Where AI tools have been used to support the generation of tender responses, please confirm that they have been checked and verified for accuracy:

Yes ロ No ロ

**2.   Essential qualifying criteria**

The Supplier must have Cyber Essentials Plus certification or ISO 27001 or equivalent before the contract start on 1 November 2025. Please confirm that evidence can be provided prior to award of contract.

Yes ロ No ロ

1. **Scored Evaluation Criteria**

|  |
| --- |
| **Criterion 1: Methodological approach.** |
| In your **tender response** please provide a description of the proposed method and explain how this is the most appropriate for the research purposes. You should include information regarding sampling, recruiting, desired sample and data collection method(s).  You should include details on the proposed data analysis methods and how/if the researchers’ own biases/perspectives might influence the research.  You should also consider adherence to ethical guidelines and provide details on such aspects as informed consent procedures, data anonymisation.  You should provide details of how you will ensure that a high-quality service will be maintained throughout the contract period by indicating quality assurance measures during data collection, analysis, and reporting. |
| **Weighting 40%** |
| ***Insert your response here:*** |

|  |
| --- |
| **Criterion 2: Implementation** |
| Submit a detailed plan outlining how the requirements of this specification will be achieved. You should include information regarding the team members who would be completing the work describing their role and experience of similar research activities (e.g. interviews, educational research). You should include information on how data collection in Welsh and English will be ensured and how timescales will be met. You should also consider plans for managing risks and contingencies, data handling and storage procedures including GDPR Compliance as a data controller (e.g. details on data security measures, including encryption, secure storage locations, and data retention policies.) |
| **Weighting 25%** |
| ***Insert your response here:*** |
| **Criterion 3: Relevant Experience** |
| Please provide specific evidence of your organisation relevant experience of conducting effective qualitative research activities in the education sector and analysing and reporting on the data collected.  Experience of qualitative research similar to the one being procured here (e.g. exploring stakeholder confidence in other sectors) may also be provided as evidence. You should explain how your experience is applicable to the requirements of this contract to provide assurance of your relevant experience. Please include a link to/ attach one report that has been authored by a member of the team proposed to work on our contract. |
| **Weighting 20%** |
| ***Insert your response here:*** |

|  |
| --- |
| **Criterion 4:** **Knowledge of the qualification system in Wales, knowledge of the secondary and further education sector in Wales** |
| Illustrate evidence of your understanding of the qualification system and/or the secondary and further education system in Wales (e.g. knowledge of current issues, challenges, and policy developments within the Welsh education system) and how this will support you to effectively complete this work. |
| **Weighting 15%** |
| ***Insert your response here:*** |