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## Contract notice

### Services

#### Legal Basis:

Directive 2014/24/EU

#### **Section I: Contracting authority**

##### I.1) **Name and addresses**

Official name: Institut für Höhere Studien – Institute for Advanced Studies (IHS)

Postal address: Josefstädter Strasse 39

Town: Vienna

NUTS code: AT130 Wien

Postal code: 1080

Country: Austria

Contact person: Dr. Peter Grand

E-mail: [grand@ihs.ac.at](mailto:grand@ihs.ac.at)

Telephone: +43 159991288

##### **Internet address(es):**

Main address: <http://www.ihs.ac.at/>

##### I.2) **Information about joint procurement**

The contract is awarded by a central purchasing body

##### I.3) **Communication**

The procurement documents are available for unrestricted and full direct access, free of charge, at: <http://www.ihs.ac.at/ess/procurement>

Additional information can be obtained from the abovementioned address

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

##### I.4) **Type of the contracting authority**

Other type: Non-profit Research Institute

##### I.5) **Main activity**

Other activity: Research services/Social Survey

#### **Section II: Object**

##### II.1) **Scope of the procurement**

###### II.1.1) **Title:**

Fieldwork for ESS Round 10 in Austria

###### II.1.2) **Main CPV code**

79311100 Survey design services

###### II.1.3) **Type of contract**

Services

###### II.1.4) **Short description:**

European Social Survey ERIC invites tenderers to submit proposals for the provision of conducting a face-to-face survey in Austria. The intention is to establish a contract with one provider.

###### II.1.5) **Estimated total value**

Value excluding VAT: 325 000.00 EUR

###### II.1.6) **Information about lots**

This contract is divided into lots: no

II.2) **Description**

II.2.1) **Title:**

II.2.2) **Additional CPV code(s)**

79315000 Social research services

II.2.3) **Place of performance**

NUTS code: AT ÖSTERREICH

II.2.4) **Description of the procurement:**

Proposals for the provision of conducting the European Social Survey Round 10 in Austria. The Institute for Advanced Studies is the Austrian National Coordinator for ESS Round 10 in Austria. Tenderers have to comply with the ESS Round 10 Survey specifications (available with the procurement documents). The Specifications outline the tasks and responsibilities of the Survey Agency, list all activities, present a timetable and refer to a set of documents that provide guidelines in specific areas (sampling, translation, interviewer briefing, data delivery). The mode of the fieldwork has to be computer-assisted face-to-face interviews (F2F CAPI).

The services required include but are not limited to:

- Programming the translated questionnaire and contact forms into CAPI.
- Propose an appropriate sampling design together with the Austrian National Coordinator and the ESS Sampling Experts Panel adhering to the sampling specifications as outlined in the ESS10 survey specifications.
- Interviewer briefing jointly with the Austrian National Coordinator.- Conducting the Face-to-face interviews with CAPI in the German language.
- Adhering to the rules regarding the form and number of contact attempts as outlined in the ESS10 survey specifications.
- Continually reporting on the fieldwork progress on a case-level basis.
- Providing data for other required documents, e.g. fieldwork questionnaire, national technical summary, etc.

The fieldwork organization to be appointed has to have the following expertise and resources available:

- At least 120 interviewers fluent in the German language.- The technical equipment for CAPI.
- A dense network of interviewers in order to conduct F2F-interviews throughout Austria.
- Compliance with the General Data Protection Regulation (GDPR).
- The ability to conduct all the required interviews in the period of 01. February 2021 to 31. December 2021.

II.2.5) **Award criteria**

Price is not the only award criterion and all criteria are stated only in the procurement documents

II.2.6) **Estimated value**

Value excluding VAT: 325 000.00 EUR

II.2.7) **Duration of the contract, framework agreement or dynamic purchasing system**

Start: 01/11/2020

End: 31/12/2021

This contract is subject to renewal: no

II.2.10) **Information about variants**

Variants will be accepted: no

II.2.11) **Information about options**

Options: no

II.2.12) **Information about electronic catalogues**

II.2.13) **Information about European Union funds**

The procurement is related to a project and/or programme financed by European Union funds: no

II.2.14) **Additional information**

**Section III: Legal, economic, financial and technical information**

III.1) **Conditions for participation**

III.1.1) **Suitability to pursue the professional activity, including requirements relating to enrolment on professional or trade registers**

III.1.2) **Economic and financial standing**

Selection criteria as stated in the procurement documents

III.1.3) **Technical and professional ability**

Selection criteria as stated in the procurement documents

III.1.5) **Information about reserved contracts**

III.2) **Conditions related to the contract**

III.2.1) **Information about a particular profession**

III.2.2) **Contract performance conditions:**

III.2.3) **Information about staff responsible for the performance of the contract**

**Section IV: Procedure**

IV.1) **Description**

IV.1.1) **Type of procedure**

Open procedure

IV.1.3) **Information about a framework agreement or a dynamic purchasing system**

IV.1.4) **Information about reduction of the number of solutions or tenders during negotiation or dialogue**

IV.1.6) **Information about electronic auction**

IV.1.8) **Information about the Government Procurement Agreement (GPA)**

The procurement is covered by the Government Procurement Agreement: yes

IV.2) **Administrative information**

IV.2.1) **Previous publication concerning this procedure**

IV.2.2) **Time limit for receipt of tenders or requests to participate**

Date: 21/09/2020

Local time: 12:00

IV.2.3) **Estimated date of dispatch of invitations to tender or to participate to selected candidates**

IV.2.4) **Languages in which tenders or requests to participate may be submitted:**

German, English

IV.2.6) **Minimum time frame during which the tenderer must maintain the tender**

Duration in months: 2 (from the date stated for receipt of tender)

IV.2.7) **Conditions for opening of tenders**

Date: 21/09/2020

Local time: 13:30

Place:

Institute for Advanced Studies, Vienna

Information about authorised persons and opening procedure:

Dr Peter Grand will open tenders and then forward to evaluation panel.

**Section VI: Complementary information**

VI.1) **Information about recurrence**

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This is a recurrent procurement: no

VI.2) **Information about electronic workflows**

Electronic invoicing will be accepted

Electronic payment will be used

VI.3) **Additional information:**

VI.4) **Procedures for review**

VI.4.1) **Review body**

Official name: Institute for Advanced Studies

Postal address: Josefstädter Strasse 39

Town: Vienna

Postal code: 1080

Country: Austria

Telephone: +43 159991-288

Internet address: <http://www.ihs.ac.at/ess>

VI.4.2) **Body responsible for mediation procedures**

VI.4.3) **Review procedure**

VI.4.4) **Service from which information about the review procedure may be obtained**

VI.5) **Date of dispatch of this notice:**