**OVER £15K SERVICES CONTRACT REQUEST**

*Please complete with as much information as possible and email to* ***“Legal DG”****. We will aim to process within 3-5 days.*

**PROCUREMENT**

Please confirm you have followed Nesta’s procurement procedures for this contract – see Procurement Manual on NestaNet. Tick one of the following:

|  |  |
| --- | --- |
| £500 - £10K (exc VAT): 3 verbal quotes |  |
| £10K – up to £50K: 3 written quotes |  |
| Over £50K (exc VAT): Tender published and formal selection process followed. Legal approval if over £100K. |  |
| Over £173,934: formal EU process may be required |  |
| Sole source form signed. Only permitted in limited circumstances – see Procurement Manual | X |

Teams are responsible for compliance with Nesta’s procurement processes and for keeping relevant documentation and evidence of compliance.

|  |  |  |
| --- | --- | --- |
| **NAME AND TEAM OF REQUESTOR** |  | |
| **PROJECT TITLE** | ***Creative Nation*** | |
| **NESTA PROGRAMME** | *NA* | |
| **THIRD PARTY FUNDERS** | *NA* | |
| **HAS CONTRACT BEEN APPROVED?** | *Yes* | |
| **WHO WILL SIGN FOR NESTA?** | *Hasan Bakhshi* | |
| **SUPPLIER NAME** | *Frontier Economics* | |
| **TYPE OF ENTITY** | *Private Limited Company* | |
| **REGISTERED ADDRESS** | *Mid City Place, 71 High Holborn, London, WC1V 6DA* | |
| **COMPANY/CHARITY NUMBER** | *03752719* | |
| **NAME OF MAIN CONTACT** | Federico Cilauro | |
| **ANY INDIVIDUALS WHO WILL CARRY OUT SERVICES TO BE NAMED IN CONTRACT** | **N/A** | |
| **NAME OF SUPPLIER SIGNATORY** |  | |
| **TITLE OR POSITION OF SUPPLIER SIGNATORY** |  | |
| **SUBCONTRACTORS** | *N/A* | |
| **INSERT DESCRIPTION OF SERVICES AND ATTACH FULL PROPOSAL** | | |
| Key Tasks  **1. Update the dataset Nesta used in Geography of Creativity 2016 (GOC 16).** In GOC’16, we analysed data from the Business Structure Database (BSD) and the Annual Business Survey (ABS) to map economic activity in the creative industries and its constituent sub-sectors in the UK, including business counts, employment, turnover and estimates of local creative industries GVA and labour productivity. This analysis used the official definitions of the sector from DCMS, reported at the level of TTWAs (in their 2011 edition) and regions/nations. The analysis covered the period 2007-2014. The update would refresh the data to 2015/16.  **2. Analyse size distributions:** GOC’16 raised important questions about the apparent fragmentation of the UK creative industries, with stagnant or even declining average firm sizes in many clusters and sectors. In Creative Nation, we want to delve deeper into some of these issues. To do this, we would like the agency to extract VML data about the size distribution of creative industries in different locations and sub-sectors, and their evolution over the considered period.  **3. Tracking creative scale-ups**. Creative industries policymakers want to build ecosystems that are conducive to start-up growth, and the creation of scale-ups (fast growing start-ups). This requires robust evidence about growth dynamics and scale up activity in different clusters and sectors. We want to explore these issues in Creative Nation at the cluster level. This analysis would be informed by statistics about levels of ‘scale-up activity’ in different clusters and sub-sectors, and how this has evolved over time based on VML (BSD) microdata. We are also interested in identifying growth profiles or models and measuring their relative importance in different locations and creative sub-sectors. | | |
| **DELIVERABLES**   * A clean and well-documented dataset in csv format * A data dictionary and scripts with the code used to process the data * A research note describing:   + The data sources used in the project, and their processing to generate the data output | | |
| **TOTAL CONTRACT PRICE**  *£25K + VAT* | | |
| **FIXED PRICE** | | *£25K + VAT* |
| **DAY RATE (if not fixed price)** | | *NA* |
| **CAN THE SUPPLIER ALSO CLAIM EXPENSES?** | | *NA* |
| **MILESTONES AND PAYMENT SCHEDULE** | | |
|  | | |

|  |  |  |  |
| --- | --- | --- | --- |
| **Number** | **Payment** | **Description** | **Due Date** |
| 1 | £5K | Signature | 21 August 2017 |
| 2 | £10K | Interim dataset with 2015 data extracts | 22 September 2017 |
| 3 | £10K | Final dataset with 2016 data | 20 November 2017 |
| **Total** | **£25K** |  |  |