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Tender

ITT for the provision of agency staff services

Fylde Borough Council

F02: Contract notice

Notice identifier: 2025/S 000-000409

Procurement identifier (OCID): ocds-h6vhtk-04ce05

Published 7 January 2025, 4:59pm

Section I: Contracting authority

I.1) Name and addresses

Fylde Borough Council

Town Hall

St Annes on Sea

FY8 1LW

Contact

Mr Stephen Camm

Email

stephen.camm@fylde.gov.uk

Telephone

+44 0

Country

United Kingdom

Region code

UKD45 - Mid Lancashire

Internet address(es)

Main address

<https://new.fylde.gov.uk/>

Buyer's address

<https://new.fylde.gov.uk/>

I.3) Communication

The procurement documents are available for unrestricted and full direct access, free of charge, at

<https://procontract.due-north.com/Advert/Index?advertId=9b25cc82-09bd-ef11-8133-005056b64545>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<https://procontract.due-north.com/Advert/Index?advertId=9b25cc82-09bd-ef11-8133-005056b64545>

I.4) Type of the contracting authority

Regional or local authority

I.5) Main activity

General public services

Section II: Object

II.1) Scope of the procurement

II.1.1) Title

ITT for the provision of agency staff services

Reference number

DN756514

II.1.2) Main CPV code

- 79600000 - Recruitment services

II.1.3) Type of contract

Services

II.1.4) Short description

A Service Provider is required by Fylde Council for the supply of Temporary Agency Workers. As part of this Contract the Council will measure the Service Provider performance against the contract specification. The Contract specification will clearly set KPI's for the Service Provider; require the demonstration of value for money and continuous improvement in performance throughout the contract. The Council shall have the option to extend or change the types of Service as required by legislation, guidance or Council policy. These extensions will be subject to authorisation and successful operation of the existing Service.

II.1.5) Estimated total value

Value excluding VAT: £3,833,835

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.3) Place of performance

NUTS codes

- UKD45 - Mid Lancashire

II.2.4) Description of the procurement

The Council needs to meet various objectives throughout the scope of the Contract and expect the Service Provider to assist in meeting the following objectives:

- Controlling and reducing expenditure on Temporary Agency Workers.
- Providing Temporary Agency Workers at short notice to ensure continuity of service.
- Providing a level of corporate control over the recruitment process.
- Reducing the amount of time spent and increasing efficiency on the ordering and management of Temporary Agency Workers by Council's managers.
- Ensuring the quality of Temporary Agency Workers is maintained and - where possible - improved.
- Providing accurate and up-to-date management information upon request.
- Minimising bureaucracy in the engagement of Temporary Agency Workers.
- Manage the inherent risk and liability issues arising from the use of Temporary Agency workers more effectively and pro-actively.
- Incorporate and implement any requirements resulting from the Agency Workers Directive.
- The Council reserves the right to review its procedures relating to the use of Temporary Agency

The Service Provider shall provide all categories of worker for temporary assignments as and when required. This will include but is not restricted to the following categories:

- Gardeners and landscapers
- Outdoor leisure attendants
- Refuse and waste operatives
- Administrative
- Operational supervisors

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: £3,833,835

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

Duration in months

36

This contract is subject to renewal

Yes

Description of renewals

An option of 1 X 2 year extension

II.2.10) Information about variants

Variants will be accepted: Yes

II.2.11) Information about options

Options: No

II.2.13) Information about European Union Funds

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

Section IV. Procedure

IV.1) Description

IV.1.1) Type of procedure

Open procedure

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

The procurement is covered by the Government Procurement Agreement: No

IV.2) Administrative information

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

Date

7 February 2025

Local time

5:00pm

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

English

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

Duration in months: 12 (from the date stated for receipt of tender)

IV.2.7) Conditions for opening of tenders

Date

10 February 2025

Local time

9:00am

Place

Fylde Borough Council

The Town Hall

St Annes Road West

Lytham St Annes

FY8 1LW

Information about authorised persons and opening procedure

Fylde Council Procurement

Section VI. Complementary information

VI.1) Information about recurrence

This is a recurrent procurement: Yes

Estimated timing for further notices to be published: 3 year contract with an option of 1 x 2 year extension

VI.2) Information about electronic workflows

Electronic ordering will be used

Electronic invoicing will be accepted

Electronic payment will be used

VI.4) Procedures for review

VI.4.1) Review body

The Royal Courts of Justice

London

Country

United Kingdom

Internet address

<https://new.fylde.gov.uk/>