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Tender

## **Hafod Provision of Temporary Staff**

Hafod Housing Association

F02: Contract notice

Notice identifier: 2022/S 000-002042

Procurement identifier (OCID): ocds-h6vhtk-030e93

Published 24 January 2022, 3:54pm

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

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

Hafod Housing Association

St Hilary Court, Copthorne Way, Culverhouse Cross

CARDIFF

CF5 6ES

#### **Email**

[mark.hames@hafod.org.uk](mailto:mark.hames@hafod.org.uk)

#### **Country**

United Kingdom

#### **NUTS code**

UKL22 - Cardiff and Vale of Glamorgan

## **Internet address(es)**

Main address

<https://www.hafod.org.uk/>

Buyer's address

[https://www.sell2wales.gov.wales/search/Search\\_AuthProfile.aspx?ID=AA1147](https://www.sell2wales.gov.wales/search/Search_AuthProfile.aspx?ID=AA1147)

## **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

<https://www.sell2wales.gov.wales/>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<https://www.sell2wales.gov.wales/>

Electronic communication requires the use of tools and devices that are not generally available. Unrestricted and full direct access to these tools and devices is possible, free of charge, at

<https://www.sell2wales.gov.wales/>

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

Body governed by public law

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

Housing and community amenities

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## **Section II: Object**

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

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

Hafod Provision of Temporary Staff

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

- 79620000 - Supply services of personnel including temporary staff

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

Services

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

Hafod are seeking to appoint a suitably skilled and experienced provider(s) able to provide a range of temporary staff to Hafod facilities. This requirement covers a number of locations across South Wales.

The primary purpose of the contract will be to provide temporary workers across five categories to Hafod in line with the rates and specifications tendered in response to this opportunity. Bidders will be required to submit a fixed schedule of rates to provide the services, to include all preliminary costs with provisional sums clearly identified.

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

This contract is divided into lots: Yes

Tenders may be submitted for all lots

### **II.2) Description**

#### **II.2.1) Title**

Temporary Care Assistant/Senior Care Assistant Roles (East)

Lot No

1

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

- 79620000 - Supply services of personnel including temporary staff

### **II.2.3) Place of performance**

NUTS codes

- UKL21 - Monmouthshire and Newport
- UKL16 - Gwent Valleys

Main site or place of performance

Newport & Torfaen

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

Hafod are seeking to appoint a suitably skilled and experienced provider(s) able to provide a range of temporary staff to Hafod facilities.

### **II.2.5) Award criteria**

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

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

Duration in months

60

This contract is subject to renewal

Yes

Description of renewals

The Contractor(s) will enter a Contract with Hafod for an initial period of two (2) years with an option at Hafod's sole discretion to extend by three (3) further periods of one (1) year each, giving a total possible term of five (5) years.

### **II.2.10) Information about variants**

Variants will be accepted: No

### **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

## **II.2) Description**

### **II.2.1) Title**

Temporary Care Assistant/Senior Care Assistant Roles (Central)

Lot No

2

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

- 79620000 - Supply services of personnel including temporary staff

### **II.2.3) Place of performance**

NUTS codes

- UKL22 - Cardiff and Vale of Glamorgan
- UKL15 - Central Valleys

Main site or place of performance

Caerphilly

Cardiff

Merthyr Tydfil

Rhondda Cynon Taff

Not Vale of Glamorgan

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

Hafod are seeking to appoint a suitably skilled and experienced provider(s) able to provide a range of temporary staff to Hafod facilities.

#### **II.2.5) Award criteria**

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

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

Duration in months

60

This contract is subject to renewal

Yes

Description of renewals

The Contractor(s) will enter a Contract with Hafod for an initial period of two (2) years with an option at Hafod's sole discretion to extend by three (3) further periods of one (1) year each, giving a total possible term of five (5) years.

#### **II.2.10) Information about variants**

Variants will be accepted: No

#### **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

### **II.2) Description**

### **II.2.1) Title**

Temporary Care Assistant/Senior Care Assistant Roles (West)

Lot No

3

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

- 79620000 - Supply services of personnel including temporary staff

### **II.2.3) Place of performance**

NUTS codes

- UKL14 - South West Wales
- UKL17 - Bridgend and Neath Port Talbot
- UKL22 - Cardiff and Vale of Glamorgan

Main site or place of performance

Bridgend

Carmarthenshire

Neath Port Talbot

Vale of Glamorgan

Not Cardiff

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

Hafod are seeking to appoint a suitably skilled and experienced provider(s) able to provide a range of temporary staff to Hafod facilities.

### **II.2.5) Award criteria**

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

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

Duration in months

60

This contract is subject to renewal

Yes

Description of renewals

The Contractor(s) will enter a Contract with Hafod for an initial period of two (2) years with an option at Hafod's sole discretion to extend by three (3) further periods of one (1) year each, giving a total possible term of five (5) years

## **II.2.10) Information about variants**

Variants will be accepted: No

## **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

## **II.2) Description**

### **II.2.1) Title**

Temporary Nursing Roles (Central)

Lot No

4

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

- 79620000 - Supply services of personnel including temporary staff

### **II.2.3) Place of performance**

NUTS codes

- UKL15 - Central Valleys
- UKL22 - Cardiff and Vale of Glamorgan

Main site or place of performance

Caerphilly

Cardiff

Merthyr Tydfil

Rhondda Cynon Taff

Not Vale of Glamorgan

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

Hafod are seeking to appoint a suitably skilled and experienced provider(s) able to provide a range of temporary staff to Hafod facilities.

### **II.2.5) Award criteria**

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

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

Duration in months

60

This contract is subject to renewal

Yes

Description of renewals

The Contractor(s) will enter a Contract with Hafod for an initial period of two (2) years with

an option at Hafod's sole discretion to extend by three (3) further periods of one (1) year each, giving a total possible term of five (5) years

### **II.2.10) Information about variants**

Variants will be accepted: No

### **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

## **II.2) Description**

### **II.2.1) Title**

Temporary Nursing Roles (West)

Lot No

5

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

- 79620000 - Supply services of personnel including temporary staff

### **II.2.3) Place of performance**

NUTS codes

- UKL17 - Bridgend and Neath Port Talbot

Main site or place of performance

Bridgend

Carmarthenshire

Neath Port Talbot

Vale of Glamorgan

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

Hafod are seeking to appoint a suitably skilled and experienced provider(s) able to provide a range of temporary staff to Hafod facilities.

#### **II.2.5) Award criteria**

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

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

Duration in months

60

This contract is subject to renewal

Yes

Description of renewals

The Contractor(s) will enter a Contract with Hafod for an initial period of two (2) years with an option at Hafod's sole discretion to extend by three (3) further periods of one (1) year each, giving a total possible term of five (5) years

#### **II.2.10) Information about variants**

Variants will be accepted: No

#### **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

### **II.2) Description**

### **II.2.1) Title**

Temporary Catering Roles (East)

Lot No

6

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

- 79620000 - Supply services of personnel including temporary staff

### **II.2.3) Place of performance**

NUTS codes

- UKL21 - Monmouthshire and Newport

Main site or place of performance

Newport

Torfaen

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

Hafod are seeking to appoint a suitably skilled and experienced provider(s) able to provide a range of temporary staff to Hafod facilities.

### **II.2.5) Award criteria**

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

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

Duration in months

60

This contract is subject to renewal

Yes

## Description of renewals

The Contractor(s) will enter a Contract with Hafod for an initial period of two (2) years with an option at Hafod's sole discretion to extend by three (3) further periods of one (1) year each, giving a total possible term of five (5) years

### **II.2.10) Information about variants**

Variants will be accepted: No

### **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

## **II.2) Description**

### **II.2.1) Title**

Temporary Catering Roles (Central)

Lot No

7

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

- 79620000 - Supply services of personnel including temporary staff

### **II.2.3) Place of performance**

NUTS codes

- UKL15 - Central Valleys
- UKL22 - Cardiff and Vale of Glamorgan

Main site or place of performance

Caerphilly

Cardiff

Merthyr Tydfil

Rhondda Cynon Taff

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

Hafod are seeking to appoint a suitably skilled and experienced provider(s) able to provide a range of temporary staff to Hafod facilities.

#### **II.2.5) Award criteria**

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

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

Duration in months

60

This contract is subject to renewal

Yes

Description of renewals

The Contractor(s) will enter a Contract with Hafod for an initial period of two (2) years with an option at Hafod's sole discretion to extend by three (3) further periods of one (1) year each, giving a total possible term of five (5) years

#### **II.2.10) Information about variants**

Variants will be accepted: No

#### **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

## **II.2) Description**

### **II.2.1) Title**

Temporary Catering Roles (West)

Lot No

8

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

- 79620000 - Supply services of personnel including temporary staff

### **II.2.3) Place of performance**

NUTS codes

- UKL17 - Bridgend and Neath Port Talbot

Main site or place of performance

Bridgend

Carmarthenshire

Neath Port Talbot

Vale of Glamorgan

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

Hafod are seeking to appoint a suitably skilled and experienced provider(s) able to provide a range of temporary staff to Hafod facilities.

### **II.2.5) Award criteria**

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

documents

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

Duration in months

60

This contract is subject to renewal

Yes

Description of renewals

The Contractor(s) will enter a Contract with Hafod for an initial period of two (2) years with an option at Hafod's sole discretion to extend by three (3) further periods of one (1) year each, giving a total possible term of five (5) years

### **II.2.10) Information about variants**

Variants will be accepted: No

### **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

## **II.2) Description**

### **II.2.1) Title**

Temporary Housing Support Roles (East)

Lot No

9

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

- 79620000 - Supply services of personnel including temporary staff

### **II.2.3) Place of performance**

NUTS codes

- UKL21 - Monmouthshire and Newport

Main site or place of performance

Newport

Torfaen

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

Hafod are seeking to appoint a suitably skilled and experienced provider(s) able to provide a range of temporary staff to Hafod facilities.

### **II.2.5) Award criteria**

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

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

Duration in months

60

This contract is subject to renewal

Yes

Description of renewals

The Contractor(s) will enter a Contract with Hafod for an initial period of two (2) years with an option at Hafod's sole discretion to extend by three (3) further periods of one (1) year each, giving a total possible term of five (5) years

### **II.2.10) Information about variants**

Variants will be accepted: No

### **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

## **II.2) Description**

### **II.2.1) Title**

Temporary Housing Support Roles (Central)

Lot No

10

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

- 79620000 - Supply services of personnel including temporary staff

### **II.2.3) Place of performance**

NUTS codes

- UKL15 - Central Valleys
- UKL22 - Cardiff and Vale of Glamorgan

Main site or place of performance

Caerphilly

Cardiff

Merthyr Tydfil

Rhondda Cynon Taff

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

Hafod are seeking to appoint a suitably skilled and experienced provider(s) able to provide a range of temporary staff to Hafod facilities.

## **II.2.5) Award criteria**

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

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

Duration in months

60

This contract is subject to renewal

Yes

Description of renewals

The Contractor(s) will enter a Contract with Hafod for an initial period of two (2) years with an option at Hafod's sole discretion to extend by three (3) further periods of one (1) year each, giving a total possible term of five (5) years

## **II.2.10) Information about variants**

Variants will be accepted: No

## **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

## **II.2) Description**

### **II.2.1) Title**

Temporary Housing Support Roles (West)

Lot No

11

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

- 79620000 - Supply services of personnel including temporary staff

### **II.2.3) Place of performance**

NUTS codes

- UKL17 - Bridgend and Neath Port Talbot

Main site or place of performance

Bridgend

Carmarthenshire

Neath Port Talbot

Vale of Glamorgan

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

Hafod are seeking to appoint a suitably skilled and experienced provider(s) able to provide a range of temporary staff to Hafod facilities.

### **II.2.5) Award criteria**

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

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

Duration in months

60

This contract is subject to renewal

Yes

Description of renewals

The Contractor(s) will enter a Contract with Hafod for an initial period of two (2) years with an option at Hafod's sole discretion to extend by three (3) further periods of one (1) year each, giving a total possible term of five (5) years

### **II.2.10) Information about variants**

Variants will be accepted: No

### **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

## **II.2) Description**

### **II.2.1) Title**

Temporary Homecare Roles (East)

Lot No

12

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

- 79620000 - Supply services of personnel including temporary staff

### **II.2.3) Place of performance**

NUTS codes

- UKL21 - Monmouthshire and Newport

Main site or place of performance

Newport

Torfaen

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

Hafod are seeking to appoint a suitably skilled and experienced provider(s) able to provide a range of temporary staff to Hafod facilities.

#### **II.2.5) Award criteria**

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

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

Duration in months

60

This contract is subject to renewal

Yes

Description of renewals

The Contractor(s) will enter a Contract with Hafod for an initial period of two (2) years with an option at Hafod's sole discretion to extend by three (3) further periods of one (1) year each, giving a total possible term of five (5) years

#### **II.2.10) Information about variants**

Variants will be accepted: No

#### **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

## **II.2) Description**

### **II.2.1) Title**

Temporary Homecare Roles (Central)

Lot No

13

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

- 79620000 - Supply services of personnel including temporary staff

### **II.2.3) Place of performance**

NUTS codes

- UKL15 - Central Valleys
- UKL22 - Cardiff and Vale of Glamorgan

Main site or place of performance

Caerphilly

Cardiff

Merthyr Tydfil

Rhondda Cynon Taff

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

Hafod are seeking to appoint a suitably skilled and experienced provider(s) able to provide a range of temporary staff to Hafod facilities.

### **II.2.5) Award criteria**

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

documents

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

Duration in months

60

This contract is subject to renewal

Yes

Description of renewals

The Contractor(s) will enter a Contract with Hafod for an initial period of two (2) years with an option at Hafod's sole discretion to extend by three (3) further periods of one (1) year each, giving a total possible term of five (5) years

### **II.2.10) Information about variants**

Variants will be accepted: No

### **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

## **II.2) Description**

### **II.2.1) Title**

Temporary Homecare Roles (West)

Lot No

14

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

- 79620000 - Supply services of personnel including temporary staff

### **II.2.3) Place of performance**

NUTS codes

- UKL17 - Bridgend and Neath Port Talbot

Main site or place of performance

Bridgend

Carmarthenshire

Neath Port Talbot

Vale of Glamorgan

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

Hafod are seeking to appoint a suitably skilled and experienced provider(s) able to provide a range of temporary staff to Hafod facilities.

### **II.2.5) Award criteria**

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

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

Duration in months

60

This contract is subject to renewal

Yes

Description of renewals

The Contractor(s) will enter a Contract with Hafod for an initial period of two (2) years with an option at Hafod's sole discretion to extend by three (3) further periods of one (1) year

each, giving a total possible term of five (5) years

#### **II.2.10) Information about variants**

Variants will be accepted: No

#### **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

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## **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**

List and brief description of conditions

Must be registered to provide in line with care Inspectorate Wales or equivalent.

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

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

As stated in the Procurement Documentation.

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

Obligation to indicate the names and professional qualifications of the staff assigned to performing the contract

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## **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

25 February 2022

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**

Tender must be valid until: 2 May 2022

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

Date

28 February 2022

Local time

12:00pm

Place

Sell2Wales

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## **Section VI. Complementary information**

### **VI.1) Information about recurrence**

This is a recurrent procurement: Yes

Estimated timing for further notices to be published: Jan 2027

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

Electronic invoicing will be accepted

Electronic payment will be used

### **VI.3) Additional information**

As stated in the Procurement Documentation.

NOTE: To register your interest in this notice and obtain any additional information please visit the Sell2Wales Web Site at

[https://www.sell2wales.gov.wales/Search/Search\\_Switch.aspx?ID=117922](https://www.sell2wales.gov.wales/Search/Search_Switch.aspx?ID=117922).

The buyer has indicated that it will accept electronic responses to this notice via the Postbox facility. A user guide is available at

[https://www.sell2wales.gov.wales/sitehelp/help\\_guides.aspx](https://www.sell2wales.gov.wales/sitehelp/help_guides.aspx).

Suppliers are advised to allow adequate time for uploading documents and to dispatch the electronic response well in advance of the closing time to avoid any last minute problems.

Under the terms of this contract the successful supplier(s) will be required to deliver Community Benefits in support of the authority's economic and social objectives.

Accordingly, contract performance conditions may relate in particular to social and environmental considerations. The Community Benefits included in this contract are:

To be agreed post award.

(WA Ref:117922)

### **VI.4) Procedures for review**

#### **VI.4.1) Review body**

High Court

Royal Courts of Justice, The Strand

London

WC2A 2LL

Telephone

+44 2079477501

Country

United Kingdom