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Tender

## **Specialist Recruitment Services for Commonwealth Games Additional Staffing**

UNIVERSITY OF BIRMINGHAM

F02: Contract notice

Notice identifier: 2022/S 000-002433

Procurement identifier (OCID): ocds-h6vhtk-03101a

Published 27 January 2022, 2:47pm

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

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

UNIVERSITY OF BIRMINGHAM

Chancellors Close

BIRMINGHAM

B152TT

#### **Contact**

Karen Aird

#### **Email**

[k.aird@bham.ac.uk](mailto:k.aird@bham.ac.uk)

#### **Telephone**

+44 1214158491

#### **Country**

United Kingdom

**NUTS code**

UKG31 - Birmingham

**Internet address(es)**

Main address

<http://www.bham.ac.uk>

Buyer's address

<https://in-tendhost.co.uk/universityofbirmingham.aspx/Home>

**I.3) Communication**

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

<https://in-tendhost.co.uk/universityofbirmingham.aspx/Home>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<https://in-tendhost.co.uk/universityofbirmingham.aspx/Home>

Tenders or requests to participate must be submitted to the above-mentioned address

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

Body governed by public law

**I.5) Main activity**

Education

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## **Section II: Object**

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

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

Specialist Recruitment Services for Commonwealth Games Additional Staffing

Reference number

SC9794/21

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

- 79600000 - Recruitment services

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

Services

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

We are looking for multi - disciplinary agents, who can provide payroll processing services, that specialise in large complex event management with experience of delivering world class events, coupled with the skill to develop and undertake complex resource planning activities to include, headhunting, they must also have access to a large database of skilled f&b operatives (FoH and BoH), shortlisting, selection and induction training. The successful company will have experience of supporting events such as: EXPO, Common Wealth Games or the Olympic Games (noting the CWG has only been hosted 3 times in the UK - and Birmingham 2022 will be the 4 ) operating and coordination of a staff accreditation schemes, appointment and management of 300+ f&b team members.

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

Value excluding VAT: £900,000

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

This contract is divided into lots: No

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

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

NUTS codes

- UKG - West Midlands (England)

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

As a key venue for the Commonwealth Games (CWG) hosting the primary Athletes' Village with some 3,000+ athletes and team officials, as well as the sport venues for squash and hockey, the University of Birmingham is a focal point for the event. To amplify the opportunity, the University of Birmingham has also invested significantly to become a proud Official Partner of the Games at the highest status.

While the University of Birmingham carries a substantially scaled operation for catering and events to manage the 35,000+ students and 5,000+ staff that are accessing the campus at any time, there is a requirement to augment that existing operation with an appropriately skilled and qualified catering and event workforce specifically for the CWG.

We are looking for multi - disciplinary agents, who can provide payroll processing services, that specialise in large complex event management with experience of delivering world class events, coupled with the skill to develop and undertake complex resource planning activities to include, headhunting, they must also have access to a large database of skilled f&b operatives (FoH and BoH), shortlisting, selection and induction training. The successful company will have experience of supporting events such as: EXPO, Common Wealth Games or the Olympic Games (noting the CWG has only been hosted 3 times in the UK - and Birmingham 2022 will be the 4 ) operating and coordination of a staff accreditation schemes, appointment and management of 300+ f&b team members.

#### **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: £900,000

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

Duration in months

7

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

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## **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**

The procurement involves the establishment of a framework agreement

Framework agreement with several operators

In the case of framework agreements, provide justification for any duration exceeding 4 years:

n/a

#### **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

28 February 2022

Local time

11:59am

#### **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: 7 (from the date stated for receipt of tender)

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

Date

28 February 2022

Local time

12:00pm

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**Section VI. Complementary information**

**VI.1) Information about recurrence**

This is a recurrent procurement: No

**VI.4) Procedures for review**

**VI.4.1) Review body**

University of Birmingham

Birmingham

Country

United Kingdom