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Tender

Recruitment Agency Services Framework

UNIVERSITY OF DERBY

F02: Contract notice

Notice identifier: 2025/S 000-003280

Procurement identifier (OCID): ocds-h6vhtk-04da92

Published 31 January 2025, 1:38pm

Section I: Contracting authority

I.1) Name and addresses

UNIVERSITY OF DERBY

KEDLESTON ROAD

DERBY

DE221GB

Contact

Procurement Team

Email

procurement@derby.ac.uk

Country

United Kingdom

Region code

UKF11 - Derby

Companies House

03079282

Internet address(es)

Main address

www.derby.ac.uk

I.3) Communication

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

<https://www.derby.ac.uk/services/finance/procurement-suppliers-and-tendering/supplier-info/>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<https://www.derby.ac.uk/services/finance/procurement-suppliers-and-tendering/supplier-info/suppliers-responding-to-negotiations/>

I.4) Type of the contracting authority

Other type

University

I.5) Main activity

Education

Section II: Object

II.1) Scope of the procurement

II.1.1) Title

Recruitment Agency Services Framework

Reference number

PROC JW ITT/1411

II.1.2) Main CPV code

- 79600000 - Recruitment services

II.1.3) Type of contract

Services

II.1.4) Short description

The University is seeking to establish a Framework Agreement to engage with recruitment specialists to undertake recruitment from Higher Education and Further Education roles under two Lots. Suppliers appointed to this Agency Recruitment Framework will be on a preferred supplier list for the University of Derby.

We are looking for agencies who have the credentials and interests to contribute to fulfilling the University's vision, "An applied university of today and for tomorrow". The successful

agencies must have a proven track record in recruiting in the Higher Education sector and able to present a diverse range of candidates to meet our equality objectives and support the University's strategic objectives.

II.1.5) Estimated total value

Value excluding VAT: £800,000

II.1.6) Information about lots

This contract is divided into lots: Yes

Tenders may be submitted for all lots

Maximum number of lots that may be awarded to one tenderer: 2

II.2) Description

II.2.1) Title

Higher Education (HE) Academic

Lot No

1

II.2.2) Additional CPV code(s)

- 79600000 - Recruitment services

II.2.3) Place of performance

NUTS codes

- UKF - East Midlands (England)

II.2.4) Description of the procurement

Example roles - Lecturers, Senior Lecturers, Researcher, HE Apprenticeships

We are looking to engage 2 suppliers under this lot. We would be looking for search service for roles of this level where the supplier takes a full brief of the requirements and delivers a selection of well-considered and highly suitable candidates for the hiring manager to consider. Suppliers should have experience in academic recruitment and have an existing network of talent within Academia. We expect suppliers to deliver insights into the market and provide considered consultative advice that will support the talent search.

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

Start date

9 May 2025

End date

1 December 2028

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) Description

II.2.1) Title

Further Education (FE)

Lot No

2

II.2.2) Additional CPV code(s)

- 79600000 - Recruitment services

II.2.3) Place of performance

NUTS codes

- UKF - East Midlands (England)

II.2.4) Description of the procurement

Example Roles - Curriculum Lead, Tutors, Teachers, FE Apprenticeship roles

We are looking to engage 4 suppliers under this lot. We would be looking for search service for roles of this level where the supplier takes a full brief of the requirements and delivers a selection of well-considered and highly suitable candidates for the hiring manager to consider. Suppliers should have experience in delivering roles within the FE sector and have a working knowledge of Safer Recruitment. We expect suppliers to deliver insights into the market and provide considered consultative advice that will support the talent search.

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

Start date

9 May 2025

End date

1 December 2028

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

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: Yes

IV.2) Administrative information

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

Date

5 March 2025

Local time

12:00pm

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

English

IV.2.7) Conditions for opening of tenders

Date

5 March 2025

Local time

2:00pm

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 Derby

Derby

Country

United Kingdom