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Planning

Provision of Temporary Teaching and Support Staff to Hampshire School's, Academies and Other Educational Establishments

HAMPSHIRE COUNTY COUNCIL

F01: Prior information notice

Prior information only

Notice identifier: 2022/S 000-003999

Procurement identifier (OCID): ocds-h6vhtk-03163a

Published 11 February 2022, 12:28pm

Section I: Contracting authority

I.1) Name and addresses

HAMPSHIRE COUNTY COUNCIL

The Castle

WINCHESTER

SO238ZB

Email

strategic.procurement@hants.gov.uk

Country

United Kingdom

NUTS code

UKJ3 - Hampshire and Isle of Wight

Internet address(es)

Main address

www.hants.gov.uk

Buyer's address

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

Additional information can be obtained from the above-mentioned address

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

Provision of Temporary Teaching and Support Staff to Hampshire School's, Academies and Other Educational Establishments

Reference number

HR18605

II.1.2) Main CPV code

- 79600000 - Recruitment services

II.1.3) Type of contract

Services

II.1.4) Short description

The Council will shortly be commencing a procurement exercise for the delivery of Temporary Teaching and Support Staff to Hampshire School's, Academies and Other Educational Establishments.

This prior information notice is to signal to engage with the market using a Market Insights Questionnaire. The purpose of the Market Insights Questionnaire is to assess levels of interest, to gain a better understanding of the market and to invite views, ideas and feedback on Hampshire County Council's requirements. Responses to questions within the questionnaire will inform any future tender.

Hampshire County Council invites responses from all potential providers of temporary teaching staff.

There is no requirement to complete all questions contained within the document however any information you could provide will help the Council to make better informed decisions.

Registration and completion of the questionnaire does not constitute an expression of interest in any future tender. Responses will not be used to evaluate your company, create a short-list or guarantee inclusion or exclusion in any resulting tender exercise.

Interested parties can view and submit the Market Insights Questionnaire for this project via the Council's e-tendering portal In-Tend: <https://in-tendhost.co.uk/hampshire/>.

Questionnaires must be submitted via In-Tend and we would really appreciate your feedback by 11th March 2022.

If your organisation is not registered on the Hampshire In-Tend portal, please go to the website stated above and click on the 'Register' tab - registration is free.

Logging into In-Tend (once registered)

- To view this opportunity, please click on 'Tenders' then 'Current' and scroll down to the project "HR8605 - Provision of Temporary Teaching and Support Staff to Hampshire School's, Academies and other educational establishments". Alternatively, you can search the project reference 'HR18605' in the Search Bar.

- Select 'View Details' on the relevant opportunity.
- Click the 'Express Interest' tab.
- Follow the on-screen instructions.
- More information is available via the Synopsis button.

We recommend that you refer to the e-tendering guidance for suppliers which can be found by clicking on `Information for Suppliers` at the top of the In-Tend home page.

All communication should be via the Correspondence function on the project.

Receiving Notification Emails

To ensure you receive email alerts and notifications from our system, please add the email domain `@in-tendorganiser.co.uk` to your Safe Senders list.

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.3) Place of performance

NUTS codes

- UKJ3 - Hampshire and Isle of Wight

II.2.4) Description of the procurement

The delivery requirements which are in currently in scope are:

- To source and supply temporary workers to all phases and geographies within Hampshire maintained schools (and Hampshire academy schools under contract to Hampshire for HR services), predominantly supporting short term contingent need
- To source and supply requirements for both teaching and non-teaching workers as needs arise.
- Provide the Customer with up to date and accurate management information in accordance with Key Performance Indicators and Continuous Improvement sections
- Make a demonstrable and quantifiable improvement to current processes and costs

achieved.

- Add value on an on-going basis by ensuring best practice and availability of specific market advice.
- Implement, in conjunction with the Customer, efficient systems for ordering; complaints; timesheets and invoicing processes and to integrate these with the Customer's systems and in compliance with specified safeguarding requirements where practical at no cost to the customer.
- Ensure the service is audited and meets Customer requirements and statutory standards.
- Undertake reviews designed to deliver continuous improvement programmes which will increase service levels.
- Encourage use of the Contract with eligible Education Establishments.
- Assess and manage, if and when required, through a change in Supplier, the transition of staff and customer data to the new arrangements, taking into account any legislation such as TUPE.
- Enforce relevant safeguarding and pre-employment checks

II.2.14) Additional information

If you are interested in this service and would like to provide some feedback for our consideration, please register with Hampshire County Councils Tendering portal: <https://intendhost.co.uk/hampshire.aspx/Home> by Friday, 11th March 2022 and complete the Market Insights Questionnaire.

II.3) Estimated date of publication of contract notice

12 February 2022

Section IV. Procedure

IV.1) Description

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

The procurement is covered by the Government Procurement Agreement: Yes

