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Tender

## **NEPO525 Executive Recruitment**

THE ASSOCIATION OF NORTH EAST COUNCILS LIMITED (NEPO)

F02: Contract notice

Notice identifier: 2022/S 000-004495

Procurement identifier (OCID): ocds-h6vhtk-02df5b

Published 17 February 2022, 9:48am

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

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

THE ASSOCIATION OF NORTH EAST COUNCILS LIMITED (NEPO)

Northern Design Centre, Abbots Hill, Baltic Business Quarter

Gateshead

NE8 3DF

#### **Contact**

Bethany Wake

#### **Email**

[professional.services@nepo.org](mailto:professional.services@nepo.org)

#### **Telephone**

+44 1916380040

#### **Country**

United Kingdom

**NUTS code**

UKC - North East (England)

**Internet address(es)**

Main address

[www.nepo.org](http://www.nepo.org)

**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

[www.nepo.org](http://www.nepo.org)

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

[www.nepo.org](http://www.nepo.org)

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

Regional or local authority

**I.5) Main activity**

General public services

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## Section II: Object

### II.1) Scope of the procurement

#### II.1.1) Title

NEPO525 Executive Recruitment

Reference number

NEPO525

#### II.1.2) Main CPV code

- 79600000 - Recruitment services

#### II.1.3) Type of contract

Services

#### II.1.4) Short description

The Association of North East Councils Trading As the North East Procurement Organisation (NEPO) is seeking to establish a multi-supplier Framework Agreement for the provision of Executive Recruitment services for use by Contracting Authorities throughout the UK.

The opportunity can be accessed via the NEPO eTender system. Suppliers wishing to be considered for this Framework Agreement must register their expression of interest and submit a tender through the NEPO eTender System. If not already registered, candidates should register on the NEPO eTender system at <https://procontract.due-north.com/register>.

Tenders must be submitted using the link above. Tenders submitted via post or email methods will not be accepted. If you require time-critical assistance on submitting your Tender please contact the System Support Team on 0330 0050352. For non time-critical issues, such as passwords, general account queries and location of information etc, please contact Proactis Supplier Support Helpdesk Ticketing System (<http://proactis.kayako.com/>) and select ProContract V3 support. You will then need to log in or submit a ticket to register your issue. Alternatively, you can email [ProContractSuppliers@proactis.com](mailto:ProContractSuppliers@proactis.com) this will automatically log a support ticket on the Proactis Supplier Support Helpdesk.

NEPO does not give any guarantee and/or warrant the actual value of orders (if any) which will be placed with the successful suppliers by any Contracting Authority using the

Framework Agreement pursuant to this process and accepts no liability thereof

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

Value excluding VAT: £10,000,000

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

This contract is divided into lots: No

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

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

- 79600000 - Recruitment services

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

NUTS codes

- UK - United Kingdom

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

NEPO are using an open procedure for the procurement of this Framework Agreement for the provision of executive recruitment services for use by Contracting Authorities throughout the UK.

The Framework Agreement will consist of a maximum of eight Suppliers who are able to provide executive recruitment services for executive and senior leadership roles.

Tenderers will be evaluated in accordance with the award criteria contained within the invitation to tender documents.

#### **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: £10,000,000

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

Duration in months

48

This contract is subject to renewal

Yes

Description of renewals

It is anticipated that this Framework Agreement will be subject to future renewals.

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

Variants will be accepted: No

#### **II.2.11) Information about options**

Options: No

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### **Section III. Legal, economic, financial and technical information**

#### **III.1) Conditions for participation**

##### **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

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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

Envisaged maximum number of participants to the framework agreement: 8

#### **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.2.1) Previous publication concerning this procedure**

Notice number: [2021/S 000-022508](#)

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

Date

24 March 2022

Local time

12:00pm

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

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

Date

24 March 2022

Local time

1:00pm

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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: 12 months prior to the published expiry date

### VI.3) Additional information

NEPO is a Central Purchasing Body as defined in the Public Contract Regulations 2015 (PCR15). The agreement will be available for use by all NEPO Members. A list of member organisations is available in the About section of the NEPO website at: [www.nepo.org](http://www.nepo.org)

This agreement will also be made available to all current and future NEPO Associate Members. Current Associate Members are listed in the Associate Member section of the NEPO website at: [www.nepo.org/associate-membership/list](http://www.nepo.org/associate-membership/list)

NEPO intends to make the resulting agreement available for use by all Contracting Authorities throughout all administrative regions of the UK (as defined by the Public Contracts Regulations 2015) including but not limited to Government Departments and their Agencies, Non-Departmental Public Bodies, Central Government, NHS Bodies, Local Authorities, Emergency Services, Coastguard Emergency Services, Educational Establishments, Registered Social Landlords and Registered Charities who have a need to purchase the above services.

Please see the following websites for further details:

<http://www.direct.gov.uk/en/DI1/Directories/Localcouncils/index.htm>

<https://www.gov.uk/government/organisations/department-for-education>

<https://www.gov.uk/check-a-university-is-officially-recognised/recognised-bodies>

<http://www.schoolswebdirectory.co.uk/localauthorities.php>

<http://www.ukschoolsdirectory.net>

<https://www.gov.uk/find-school-in-england>

<https://education.gov.scot/ParentZone>

<http://hwb.wales.gov.uk/>

<https://www.education-ni.gov.uk/>

<https://www.gov.uk/government/publications/open-academies-and-academy-projects-in-development>

<http://unistats.direct.gov.uk/institutions/>

<http://www.hefce.ac.uk/workprovide/unicoll/heis/>

<http://www.hefce.ac.uk/workprovide/unicoll/fecs/>

<http://www.nhs.uk/ServiceDirectories/Pages/AcuteTrustListing.aspx>

<http://www.wales.nhs.uk/nhswalesaboutus/structure>

<http://www.scottishambulance.com/TheService/organised.aspx>

<http://www.hscni.net/index.php?link=trusts>

<http://www.scottishambulance.com/AboutUs/HowWeOrganised.aspx>

<http://www.direct.gov.uk/en/DI1/Directories/A-ZOfCentralGovernment/index.htm>

<https://www.gov.uk/government/organisations>

<http://www.northernireland.gov.uk/gov.htm>

<http://www.nidirect.gov.uk/local-councils-in-northern-ireland>

<http://www.scotland.gov.uk/Publications/2012/02/2421/1>

<https://www.communities-ni.gov.uk/contact>

<https://www.finance-ni.gov.uk/articles/list-public-bodies-which-ni-public-procurement-policy-applies>

<https://www.ons.gov.uk/>

<https://www.police.uk/forces/>

<http://www.police-information.co.uk/index.html>

<http://www.psni.police.uk/index.htm>

<http://www.scotland.police.uk/>

<https://www.gov.uk/government/organisations/maritime-and-coastguard-agency>

<http://www.fireservice.co.uk/information/ukfrs>

<http://www.gov.scot/Topics/archive/law-order/Police/PoliceServiceofScotland>

<http://www.fire.org.uk/fire-brigades.html>

<http://www.nifrs.org/areas-districts/>

<http://www.firescotland.gov.uk/your-area.aspx>

<https://www.gov.uk/government/publications/current-registered-providers-of-social-housing>

<http://directory.scottishhousingregulator.gov.uk/pages/default.aspx>

<https://gov.wales/topics/housing-and-regeneration/publications/registered-social-landlords-in-wales/?lang=en>

<https://www.nidirect.gov.uk/contacts/housing-associations>

[http://www.charity-commission.gov.uk/About\\_us/Regulation/Registering\\_charities\\_index.aspx](http://www.charity-commission.gov.uk/About_us/Regulation/Registering_charities_index.aspx)

<http://www.oscr.org.uk/>

<https://idea.org.uk/>

<http://apps.charitycommission.gov.uk/Showcharity/RegisterOfCharities/registerhomepage.aspx>

[http://www.sell2wales.gov.uk/Search/search\\_Auth.aspx](http://www.sell2wales.gov.uk/Search/search_Auth.aspx)

<http://www.communities.gov.uk/newsroom/factsandfigures/housingplanning1/facts/socialhousing/?id=1822644>

A complete list of permissible users is shown on the NEPO website below:

<https://www.nepo.org/associate-membership/permissible-users>

Organisations wishing to access the NEPO agreement will be required to register as a

NEPO Associate Member in the first instance.

Further information can be found at: [www.nepo.org](http://www.nepo.org)

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

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

NEPO

Northern Design Centre, Abbots Hill, Baltic Business Quarter

Gateshead

NE8 3DF

Country

United Kingdom