

This is a published notice on the Find a Tender service: <https://www.find-tender.service.gov.uk/Notice/004828-2023>

Tender

## **Holy Cross Catholic MAC - Human Resource Services**

Holy Cross Catholic MAC

F02: Contract notice

Notice identifier: 2023/S 000-004828

Procurement identifier (OCID): ocds-h6vhtk-03a656

Published 16 February 2023, 7:05pm

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

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

Holy Cross Catholic MAC

c/o St. Augustine's School, Heathcote Street

Coventry

CV6 3BL

#### **Email**

[operations@invictuspartnership.com](mailto:operations@invictuspartnership.com)

#### **Telephone**

+44 2081332224

#### **Country**

United Kingdom

#### **Region code**

UKG33 - Coventry

**Internet address(es)**

Main address

<https://www.hcmac.co.uk/>

**I.3) Communication**

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

<https://invictus.delta-esourcing.com/tenders/UK-UK-Coventry:-Human-resources-management-consultancy-services./Y4XPGPSUW9>

Additional information can be obtained from the above-mentioned address

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

---

## **Section II: Object**

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

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

Holy Cross Catholic MAC - Human Resource Services

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

- 79414000 - Human resources management consultancy services

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

Services

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

Holy Cross MAC is seeking tender responses for the provision of HR services and support from an HR Business Partner to meet the needs of the core business and the needs of the 7 Academies within the MAC.

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

Value excluding VAT: £150,000

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

This contract is divided into lots: No

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

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

NUTS codes

- UKG33 - Coventry

Main site or place of performance

Coventry

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

Holy Cross MAC was formed in September 2019 when 5 catholic primary and 2 catholic secondary schools in Coventry joined together. The Holy Cross Catholic MAC has over

4,000 pupils and employs over 450 staff across our seven schools – all of which are very popular and highly successful.

The school communities are united as the family of God to provide an outstanding Catholic education for all pupils. With Christ at the centre of all that they do, they will inspire every child to be the best person they can be by developing their God-given gifts and talents.

Holy Cross MAC is seeking tender responses for the provision of HR services and support from an HR Business Partner to meet the needs of the core business and the needs of the 7 Academies within the MAC.

The MAC is looking to appoint a cost-effective and robust HR Support Service provider that supports the existing and future business volume and processes their of day-to-day operations.

The contract will be for three years in duration, with the option to extend for a further one period of up to two years and with a commencement date of 1st September 2023.

Full details will be included in the Invitation to Tender.

It is not considered that TUPE regulations will apply to this contract.

#### **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: £150,000

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

Start date

1 September 2023

End date

31 August 2028

This contract is subject to renewal

No

### **II.2.9) Information about the limits on the number of candidates to be invited**

Envisaged minimum number: 5

Maximum number: 10

Objective criteria for choosing the limited number of candidates:

A minimum of 5 suppliers and a maximum of 10 suppliers will be taken forward to the tender stage of the process. Where less than 5 suppliers meet the minimum standards, only those that meet the minimum standards will be taken through to the tender stage. Where more than 5 suppliers meet the minimum standard, those suppliers with the highest scores will proceed to the tender stage.

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

Variants will be accepted: Yes

### **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

---

## **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

---

## **Section IV. Procedure**

### **IV.1) Description**

#### **IV.1.1) Type of procedure**

Restricted 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

31 March 2023

Local time

12:00pm

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

English

---

## **Section VI. Complementary information**

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

This is a recurrent procurement: No

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

The contracting authority considers that this contract may be suitable for economic operators that are small or medium enterprises (SMEs). However, any selection of tenderers will be based solely on the criteria set out for the procurement.

It will be the supplier's responsibility to obtain any necessary documents in order to submit a response by the closing date and time.

The contracting authority reserves the right not to award any or part of the contract which is the subject of this contract notice and reserves the right to terminate the procurement process at any time.

The contracting authority will not be liable for any costs incurred by those expressing an interest in tendering for this contract opportunity.

The contracting authority will consider variant bids, evaluating them (so far as the variant or the evaluation of the variant is in the opinion of the contracting authority practicable) on the same basis as a conforming bid, but shall not be obliged to accept any such bid in preference to a conforming bid even if the variant bid scores more highly. No variant will be considered unless the bidder simultaneously submits a conforming bid.

For more information about this opportunity, please visit the Delta eSourcing portal at:

<https://invictus.delta-esourcing.com/tenders/UK-UK-Coventry:-Human-resources-management-consultancy-services./Y4XPGPSUW9>

To respond to this opportunity, please click here:

<https://invictus.delta-esourcing.com/respond/Y4XPGPSUW9>

GO Reference: GO-2023216-PRO-22139347

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

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

Holy Cross Catholic MAC

c/o St Augustine Catholic Primary School, Heathcote Street

Coventry

CV6 3BL

Country

United Kingdom