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Tender

Outsourced Human Resources and Payroll Provision - Delta Education Trust

THE DELTA EDUCATION TRUST

F02: Contract notice

Notice identifier: 2023/S 000-005544

Procurement identifier (OCID): ocids-h6vhtk-03abc4

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Section I: Contracting authority

I.1) Name and addresses

THE DELTA EDUCATION TRUST

160 Herbert Avenue

POOLE

BH124HU

Email

procurement@deltaeducationtrust.com

Country

United Kingdom

Region code

UKK24 - Bournemouth, Christchurch and Poole

Companies House

08382383

Internet address(es)

Main address

<https://deltaeducationtrust.com/tenders>

Buyer's address

<https://deltaeducationtrust.com/tenders>

I.3) Communication

Access to the procurement documents is restricted. Further information can be obtained at

<https://detaeducationtrust.com/tenders>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<https://detaeducationtrust.com/tenders>

I.4) Type of the contracting authority

Other type

Academy trust (Education)

I.5) Main activity

Education

Section II: Object

II.1) Scope of the procurement

II.1.1) Title

Outsourced Human Resources and Payroll Provision - Delta Education Trust

II.1.2) Main CPV code

- 79630000 - Personnel services except placement and supply services

II.1.3) Type of contract

Services

II.1.4) Short description

Delta Education Trust (DET) is a mixed multi-academy trust based in the South of England whose members are seeking to conduct a tender process to appoint an outsourced HR Resources and Payroll provider. The existing provider has been in post since 2021, and whilst our component schools are satisfied with the support and service that has been received from the provider, they have determined that good practice dictates that we should conduct a tender process to appoint a company to act as provider moving forward.

II.1.5) Estimated total value

Value excluding VAT: £550,000

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.3) Place of performance

NUTS codes

- UKJ - South East (England)
- UKK - South West (England)

Main site or place of performance

DET was established as a mixed multi academy trust in 2013 and currently comprises a group of four schools across the south coast of England. Three of these schools serve children with special educational needs, with the final school being mainstream primary provision. Since September 2021 DET also operates a teaching school hub, providing professional development to teachers across the south of England

II.2.4) Description of the procurement

The Trust has prepared a specification of services required which it is anticipated would form most components of the basic HR and Payroll and support package of most providers. The list may not be fully inclusive, but the intention is to provide the best possible indicators of the service needed. Full details can of course be found in our tender document.

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

Duration in months

36

This contract is subject to renewal

Yes

Description of renewals

Generally renewed on 36 month basis subject to review and the discretion of the Trust board

II.2.10) Information about variants

Variants will be accepted: No

II.2.11) Information about options

Options: Yes

Description of options

Contract can be extended by a further 2 years (24 months) at the discretion of the Trust Board

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

III.2) Conditions related to the contract

III.2.3) Information about staff responsible for the performance of the contract

Obligation to indicate the names and professional qualifications of the staff assigned to performing the contract

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: No

IV.2) Administrative information

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

Date

31 March 2023

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

Tender must be valid until: 28 April 2023

IV.2.7) Conditions for opening of tenders

Date

1 April 2023

Local time

10:00am

Section VI. Complementary information

VI.1) Information about recurrence

This is a recurrent procurement: Yes

VI.4) Procedures for review

VI.4.1) Review body

Delta Education Trust Board

Poole

Country

United Kingdom