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Tender

Agencies

City of Bristol College

F02: Contract notice

Notice identifier: 2025/S 000-006060

Procurement identifier (OCID): ocds-h6vhtk-04e49e

Published 20 February 2025, 9:42am

Section I: Contracting authority

I.1) Name and addresses

City of Bristol College

St Georges Road

Bristol

BS1 5UA

Email

alastair.jack@cityofbristol.ac.uk

Telephone

+44 1173125182

Country

United Kingdom

NUTS code

UK - United Kingdom

Internet address(es)

Main address

<http://www.cityofbristol.ac.uk/>

Buyer's address

<http://www.cityofbristol.ac.uk/>

I.3) Communication

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

<https://suppliers.multiquote.com>

Additional information can be obtained from another address:

City of Bristol College

St Georges Road

Bristol

BS1 5UA

Email

alastair.jack@cityofbristol.ac.uk

Telephone

+44 1173125182

Country

United Kingdom

NUTS code

UK - United Kingdom

Internet address(es)

Main address

<http://www.cityofbristol.ac.uk/>

Buyer's address

<http://www.cityofbristol.ac.uk/>

Tenders or requests to participate must be submitted electronically via

<https://suppliers.multiquote.com>

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

Agencies

Reference number

CA15365 - HR2501A

II.1.2) Main CPV code

- 79600000 - Recruitment services

II.1.3) Type of contract

Services

II.1.4) Short description

Provision of agencies to provide staff as required for covering vacancies, sickness or as 'temp to perm' staff as further described in the Scope and Requirements.

II.1.5) Estimated total value

Value excluding VAT: £3,400,000

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.3) Place of performance

NUTS codes

- UKK11 - Bristol, City of

Main site or place of performance

United Kingdom

II.2.4) Description of the procurement

There are generally two types of agency required by the College. The first is for vacancy cover when either we are unable to recruit to the post or when awaiting a new starter to begin when the previous post holder has left. The second is sickness cover where classes are unable to be merged and would be cancelled without the cover.

There is then the occasional need and option for a 'temp to perm' option with recruited staff and we will be looking to agree a sliding scale of rates with successful agencies.

Finally, we have a lot of part time roles and need to understand the pricing structure if we offer a part time post on varying FTE's, so advice and knowledge from an agency is needed.

We intend to operate a 'framework' of suppliers, with a single 'Tier 1' agency having the first refusal at filling posts, and up to 3 agencies at 'Tier 2' who would be offered roles which the Tier 1 agency cannot fill. This framework structure would be managed by the College HR team.

There could be

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: £3,400,000

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

Duration in months

48

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: 3

Maximum number: 10

Objective criteria for choosing the limited number of candidates:

Bidders must achieve a minimum score of 60% to be considered for the ITT shortlist. This will demonstrate a reasonable level of capability.

II.2.10) Information about variants

Variants will be accepted: No

II.2.11) Information about options

Options: Yes

Description of options

48 month(s) from the commencement date, with 24 initial month(s) and option to extend 2x12 month(s)

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

Competitive procedure with negotiation

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

24 March 2025

Local time

9:00am

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.2) Information about electronic workflows

Electronic ordering will be used

Electronic invoicing will be accepted

Electronic payment will be used

VI.4) Procedures for review

VI.4.1) Review body

City of Bristol College

College Green Centre, St George's Road

Bristol

BS1 5UA

Country

United Kingdom

VI.4.3) Review procedure

Precise information on deadline(s) for review procedures

Write to the COO at the City of Bristol College.