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Tender

HBC 0323 The provision of Temporary Staff

Hertsmere Borough Council

F02: Contract notice

Notice identifier: 2023/S 000-006792

Procurement identifier (OCID): ocds-h6vhtk-03b0a7

Published 8 March 2023, 4:02pm

Section I: Contracting authority

I.1) Name and addresses

Hertsmere Borough Council

Elstree Way

Borehamwood

WD6 1WA

Contact

Procurement

Email

Kirsten.brown@hertsmere.gov.uk

Telephone

+44 2082072277

Country

United Kingdom

NUTS code

UKH23 - Hertfordshire

Internet address(es)

Main address

www.hertsmere.gov.uk

I.3) Communication

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

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

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

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

Tenders or requests to participate must be submitted to 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

HBC 0323 The provision of Temporary Staff

Reference number

HC259

II.1.2) Main CPV code

- 79620000 - Supply services of personnel including temporary staff

II.1.3) Type of contract

Services

II.1.4) Short description

Hertsmere Borough Council (hereinafter referred to as the Council) is seeking to set up a series of framework agreements for the supply of temporary staff. The Procurement is being undertaken in a number of Lots covering different specialisms. The council is looking to work with agencies with a good record of supplying quality temporary staff to the job roles/ specialisms and has processes in place to attract staff who will be predominantly working from the council's offices and depots. This procurement is an open process. Organisations wishing to take part in this project are invited to 'express an interest' and also 'opt in' which will give access to the full procurement documents in the e-tendering system. Please allow sufficient time to make your return, as Tender submissions cannot be uploaded and submitted after this return deadline. Please ensure that where possible documents are uploaded as a PDF or Word and that file names are succinct. Any questions relating to this procu

II.1.5) Estimated total value

Value excluding VAT: £8,000,000

II.1.6) Information about lots

This contract is divided into lots: Yes

Tenders may be submitted for all lots

II.2) Description

II.2.1) Title

1. Finance - General

Lot No

1

II.2.2) Additional CPV code(s)

- 79620000 - Supply services of personnel including temporary staff

II.2.3) Place of performance

NUTS codes

- UKH23 - Hertfordshire

II.2.4) Description of the procurement

Hertsmere Borough Council (hereinafter referred to as the Council) is seeking to set up a series of framework agreements for the supply of agency staff. The Procurement is being undertaken in a number of Lots covering different specialisms. The council is looking to work with agencies with a good record of supplying quality temporary staff to the job roles/ specialisms and has processes in place to attract staff who will be predominantly working from the council's offices and depots.

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

48

This contract is subject to renewal

No

II.2.10) Information about variants

Variants will be accepted: No

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

II.2) Description

II.2.1) Title

2- Finance Specialists

Lot No

2

II.2.2) Additional CPV code(s)

- 79620000 - Supply services of personnel including temporary staff

II.2.3) Place of performance

NUTS codes

- UKH23 - Hertfordshire

II.2.4) Description of the procurement

Hertsmere Borough Council (hereinafter referred to as the Council) is seeking to set up a series of framework agreements for the supply of agency staff. The Procurement is being undertaken in a number of Lots covering different specialisms. The council is looking to work with agencies with a good record of supplying quality temporary staff to the job roles/ specialisms and has processes in place to attract staff who will be predominantly working from the council's offices and depots.

II.2.5) Award criteria

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Duration in months

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This contract is subject to renewal

No

II.2.10) Information about variants

Variants will be accepted: No

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

II.2) Description

II.2.1) Title

3 - IT

Lot No

3

II.2.2) Additional CPV code(s)

- 79620000 - Supply services of personnel including temporary staff

II.2.3) Place of performance

NUTS codes

- UKH23 - Hertfordshire

II.2.4) Description of the procurement

Hertsmere Borough Council (hereinafter referred to as the Council) is seeking to set up a series of framework agreements for the supply of agency staff. The Procurement is being undertaken in a number of Lots covering different specialisms. The council is looking to work with agencies with a good record of supplying quality temporary staff to the job roles/ specialisms and has processes in place to attract staff who will be predominantly working from the council's offices and depots.

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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.2.10) Information about variants

Variants will be accepted: No

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

II.2) Description

II.2.1) Title

4 Revenues and Benefits

Lot No

4

II.2.2) Additional CPV code(s)

- 79620000 - Supply services of personnel including temporary staff

II.2.3) Place of performance

NUTS codes

- UKH23 - Hertfordshire

II.2.4) Description of the procurement

Hertsmere Borough Council (hereinafter referred to as the Council) is seeking to set up a series of framework agreements for the supply of agency staff. The Procurement is being

undertaken in a number of Lots covering different specialisms. The council is looking to work with agencies with a good record of supplying quality temporary staff to the job roles/ specialisms and has processes in place to attract staff who will be predominantly working from the council's offices and depots.

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

48

This contract is subject to renewal

No

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

II.2) Description

II.2.1) Title

5 - Legal

Lot No

5

II.2.2) Additional CPV code(s)

- 79620000 - Supply services of personnel including temporary staff

II.2.3) Place of performance

NUTS codes

- UKH23 - Hertfordshire

II.2.4) Description of the procurement

Hertsmere Borough Council (hereinafter referred to as the Council) is seeking to set up a series of framework agreements for the supply of agency staff. The Procurement is being undertaken in a number of Lots covering different specialisms. The council is looking to work with agencies with a good record of supplying quality temporary staff to the job roles/ specialisms and has processes in place to attract staff who will be predominantly working from the council's offices and depots.

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

48

This contract is subject to renewal

No

II.2.10) Information about variants

Variants will be accepted: No

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

II.2) Description

II.2.1) Title

6 - Planning

Lot No

6

II.2.2) Additional CPV code(s)

- 79620000 - Supply services of personnel including temporary staff

II.2.3) Place of performance

NUTS codes

- UKH23 - Hertfordshire

II.2.4) Description of the procurement

Hertsmere Borough Council (hereinafter referred to as the Council) is seeking to set up a series of framework agreements for the supply of agency staff. The Procurement is being undertaken in a number of Lots covering different specialisms. The council is looking to work with agencies with a good record of supplying quality temporary staff to the job roles/ specialisms and has processes in place to attract staff who will be predominantly working from the council's offices and depots.

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

48

This contract is subject to renewal

No

II.2.10) Information about variants

Variants will be accepted: No

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

II.2) Description

II.2.1) Title

7-Engineering and Asset Management

Lot No

7

II.2.2) Additional CPV code(s)

- 79620000 - Supply services of personnel including temporary staff

II.2.3) Place of performance

NUTS codes

- UKH23 - Hertfordshire

II.2.4) Description of the procurement

Hertsmere Borough Council (hereinafter referred to as the Council) is seeking to set up a series of framework agreements for the supply of agency staff. The Procurement is being undertaken in a number of Lots covering different specialisms. The council is looking to work with agencies with a good record of supplying quality temporary staff to the job roles/ specialisms and has processes in place to attract staff who will be predominantly working from the council's offices and depots.

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

48

This contract is subject to renewal

No

II.2.10) Information about variants

Variants will be accepted: No

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

II.2) Description

II.2.1) Title

8- Environmental Health

Lot No

8

II.2.2) Additional CPV code(s)

- 79620000 - Supply services of personnel including temporary staff

II.2.3) Place of performance

NUTS codes

- UKH23 - Hertfordshire

II.2.4) Description of the procurement

Hertsmere Borough Council (hereinafter referred to as the Council) is seeking to set up a series of framework agreements for the supply of agency staff. The Procurement is being undertaken in a number of Lots covering different specialisms. The council is looking to work with agencies with a good record of supplying quality temporary staff to the job roles/

specialisms and has processes in place to attract staff who will be predominantly working from the council's offices and depots.

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

48

This contract is subject to renewal

No

II.2.10) Information about variants

Variants will be accepted: No

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

II.2) Description

II.2.1) Title

9- General Professional and Technical Staff

Lot No

9

II.2.2) Additional CPV code(s)

- 79620000 - Supply services of personnel including temporary staff

II.2.3) Place of performance

NUTS codes

- UKH23 - Hertfordshire

II.2.4) Description of the procurement

Hertsmere Borough Council (hereinafter referred to as the Council) is seeking to set up a series of framework agreements for the supply of agency staff. The Procurement is being undertaken in a number of Lots covering different specialisms. The council is looking to work with agencies with a good record of supplying quality temporary staff to the job roles/ specialisms and has processes in place to attract staff who will be predominantly working from the council's offices and depots.

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

48

This contract is subject to renewal

No

II.2.10) Information about variants

Variants will be accepted: No

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

II.2) Description

II.2.1) Title

10 - Parking Enforcement

Lot No

10

II.2.2) Additional CPV code(s)

- 79620000 - Supply services of personnel including temporary staff

II.2.3) Place of performance

NUTS codes

- UKH23 - Hertfordshire

II.2.4) Description of the procurement

Hertsmere Borough Council (hereinafter referred to as the Council) is seeking to set up a series of framework agreements for the supply of agency staff. The Procurement is being undertaken in a number of Lots covering different specialisms. The council is looking to work with agencies with a good record of supplying quality temporary staff to the job roles/ specialisms and has processes in place to attract staff who will be predominantly working from the council's offices and depots.

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

48

This contract is subject to renewal

No

II.2.10) Information about variants

Variants will be accepted: No

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

II.2) Description

II.2.1) Title

11- Administration

Lot No

11

II.2.2) Additional CPV code(s)

- 79620000 - Supply services of personnel including temporary staff

II.2.3) Place of performance

NUTS codes

- UKH23 - Hertfordshire

II.2.4) Description of the procurement

Hertsmere Borough Council (hereinafter referred to as the Council) is seeking to set up a series of framework agreements for the supply of agency staff. The Procurement is being undertaken in a number of Lots covering different specialisms. The council is looking to work with agencies with a good record of supplying quality temporary staff to the job roles/ specialisms and has processes in place to attract staff who will be predominantly working from the council's offices and depots.

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

48

This contract is subject to renewal

No

II.2.10) Information about variants

Variants will be accepted: No

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

II.2) Description

II.2.1) Title

12 - Street Scene Drivers

Lot No

12

II.2.2) Additional CPV code(s)

- 79620000 - Supply services of personnel including temporary staff

II.2.3) Place of performance

NUTS codes

- UKH23 - Hertfordshire

II.2.4) Description of the procurement

Hertsmere Borough Council (hereinafter referred to as the Council) is seeking to set up a series of framework agreements for the supply of agency staff. The Procurement is being undertaken in a number of Lots covering different specialisms. The council is looking to work with agencies with a good record of supplying quality temporary staff to the job roles/specialisms and has processes in place to attract staff who will be predominantly working from the council's offices and depots.

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

48

This contract is subject to renewal

No

II.2.10) Information about variants

Variants will be accepted: No

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

II.2) Description

II.2.1) Title

13 Street scene non drivers

Lot No

13

II.2.2) Additional CPV code(s)

- 79623000 - Supply services of commercial or industrial workers

II.2.3) Place of performance

NUTS codes

- UKH23 - Hertfordshire

II.2.4) Description of the procurement

Hertsmere Borough Council (hereinafter referred to as the Council) is seeking to set up a series of framework agreements for the supply of agency staff. The Procurement is being undertaken in a number of Lots covering different specialisms. The council is looking to work with agencies with a good record of supplying quality temporary staff to the job roles/ specialisms and has processes in place to attract staff who will be predominantly working from the council's offices and depots.

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

48

This contract is subject to renewal

No

II.2.10) Information about variants

Variants will be accepted: No

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

III.2) Conditions related to the contract

III.2.2) Contract performance conditions

As stated in the procurement documents

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: 78

In the case of framework agreements, provide justification for any duration exceeding 4 years:

framework is for four years

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

11 April 2023

Local time

12:00pm

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

English

IV.2.7) Conditions for opening of tenders

Date

11 April 2023

Local time

12:00pm

Section VI. Complementary information

VI.1) Information about recurrence

This is a recurrent procurement: No

VI.2) Information about electronic workflows

Electronic invoicing will be accepted

VI.3) Additional information

To access this procurement opportunity please visit www.supplyhertfordshire.uk and follow the on-screen guidance. In accordance with Regulation 53 of The Public Contracts Regulations 2015, the Council's procurement documents are available within the e-Tendering system. This is a one stage procurement process. Therefore, if you wish to be considered as a tenderer you must complete and submit a tender by the specified closing date and time. Tender submissions cannot be uploaded after this return deadline. If you

are experiencing problems In-Tend offer a help section which includes a dedicated UK support desk which can be contacted via email: support@in-tend.com or Telephone: +44 1144070065 for any website/technical questions, Monday to Friday, 8:30-17:30. The Council reserves the right at any time to cease the procurement process and not award a Framework Agreement or to award only part of the opportunity described in this notice. If the Council takes up this right, then they will not be responsible for or pay the expenses or losses, which may be incurred by any organisation or tenderer as a result. The Council undertakes to hold confidential any information provided in the proposal submitted, subject to the Council's obligations under the law including the Freedom of Information Act 2000. If the organisation considers that any of the information submitted in the proposal should not be disclosed because of its sensitivity then this should be stated with the reason for considering it sensitive. The Council will then endeavour to consult with the applicant about such sensitive information when considering any request received under the Freedom of Information Act 2000 before replying to such a request. The Council reserves the right to carry out additional financial checks on all organisations bidding for this opportunity at any time during the procurement process. This is to ensure that they continue to meet the Council's requirements and remain financially viable to fulfil the requirements under the Framework Agreement.

VI.4) Procedures for review

VI.4.1) Review body

High Court

London

Country

United Kingdom