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Tender

## **Global Mobility Services**

North Western Universities Purchasing Consortium

F02: Contract notice

Notice identifier: 2025/S 000-006805

Procurement identifier (OCID): ocds-h6vhtk-04e6c2

Published 21 February 2025, 2:16pm

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

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

North Western Universities Purchasing Consortium

Salford Innovation Forum, Room 210, 51 Frederick Road

Salford

M6 6FP

#### **Contact**

Shelley Watson

#### **Email**

[shelley.watson@nwupc.ac.uk](mailto:shelley.watson@nwupc.ac.uk)

#### **Telephone**

+44 1612348015

#### **Country**

United Kingdom

**Region code**

UK - United Kingdom

**National registration number**

04045190

**Internet address(es)**

Main address

<https://nwupc.ac.uk/>

Buyer's address

<https://uk.eu-supply.com/ctm/Company/CompanyInformation/Index/91080>

**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

[https://uk.eu-supply.com/app/rfq/rwlenrance\\_s.asp?PID=90719&B=NWUPC](https://uk.eu-supply.com/app/rfq/rwlenrance_s.asp?PID=90719&B=NWUPC)

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

[https://uk.eu-supply.com/app/rfq/rwlenrance\\_s.asp?PID=90719&B=NWUPC](https://uk.eu-supply.com/app/rfq/rwlenrance_s.asp?PID=90719&B=NWUPC)

Tenders or requests to participate must be submitted to the above-mentioned address

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

Other type

Sub-central contracting authority

## **I.5) Main activity**

Education

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## **Section II: Object**

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

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

Global Mobility Services

Reference number

PFB3160 NW

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

- 79000000 - Business services: law, marketing, consulting, recruitment, printing and security

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

Services

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

NWUPC is seeking to establish a multi-provider Framework Agreement on behalf of the members of NWUPC, APUC, HEPCW, LUPC, NEUPC, and SUPC for Global Mobility Services.

The Framework Agreement will be split into three lots as follows:

Lot 1 – Overseas Taxation, Payroll, Immigration and Advisory Services

Lot 2 – Employee Relocation Services

Lot 3 – Employer of Record Services

This Framework Agreement will commence on 1st July 2025 for an initial period of 24 months until 30th June 2027 with the option to extend the Agreement for 12 months until 30th June 2028 and a further 12 months until 30th June 2029 subject to satisfactory Economic Operator performance.

The following organisations have committed to this procurement, All Lots: NWUPC, NEUPC, LUPC, SUPC, APUC, HEPCW.

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

Value excluding VAT: £9,000,000

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

This contract is divided into lots: Yes

Tenders may be submitted for all lots

The contracting authority reserves the right to award contracts combining the following lots or groups of lots:

Any combination of Lots 1-3.

## **II.2) Description**

### **II.2.1) Title**

Overseas Taxation, Payroll, Immigration and Advisory Services

Lot No

1

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

- 79000000 - Business services: law, marketing, consulting, recruitment, printing and security

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

NUTS codes

- UK - United Kingdom

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

Lot 1 - Overseas Taxation, Payroll, Immigration and Advisory Services includes, but is not limited to, the following scope: the provision of advice and support to the Member Institution on its management of global employees' working or travelling arrangements in an overseas host country for the following aspects: international taxation, international payroll, and immigration services. Advisory services (comprising specialist advice on international employment law, international pensions, feasibility assessments and cost projections, business traveller and remote working, permanent establishment, employer of record model) are included on a non-mandatory basis.

### **II.2.5) Award criteria**

Quality criterion - Name: Customer Requirements / Weighting: 70.00%

Price - Weighting: 30.00%

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

Start date

1 July 2025

End date

30 June 2029

This contract is subject to renewal

Yes

Description of renewals

This Framework Agreement will commence on 1st July 2025 for an initial period of 24 months until 30th June 2027 with the option to extend the Agreement for 12 months until 30th June 2028 and a further 12 months until 30th June 2029 subject to satisfactory Economic Operator performance.

### **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**

Employee Relocation Services

Lot No

2

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

- 79000000 - Business services: law, marketing, consulting, recruitment, printing and security

**II.2.3) Place of performance**

NUTS codes

- UK - United Kingdom

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

Lot 2 – Employee Relocation Services includes, but is not limited to, the following scope: the provision of employee relocation services including advice and support to a Member Institution and its global employees. Relocation services can be provided inbound and outbound of the UK via a managed service or through an expense management service (with an option to also provide this with relocation support services). The suite of relocation services comprise advice & service coordination, settling-in, removal & storage for household goods, home search, orientation services, cultural support, school/education search and partner support services. Relocation services may also be required for Global Employees moving within the UK only (domestic relocation) and moves from one Host Country to another. Both of these are included on a non-mandatory basis.

**II.2.5) Award criteria**

Quality criterion - Name: Customer Requirements / Weighting: 70.00%

Price - Weighting: 30.00%

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

Start date

1 July 2025

End date

30 June 2029

This contract is subject to renewal

Yes

Description of renewals

This Framework Agreement will commence on 1st July 2025 for an initial period of 24 months until 30th June 2027 with the option to extend the Agreement for 12 months until 30th June 2028 and a further 12 months until 30th June 2029 subject to satisfactory Economic Operator performance.

#### **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**

Employer of Record Services

Lot No

3

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

- 79000000 - Business services: law, marketing, consulting, recruitment, printing and security

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

NUTS codes

- UK - United Kingdom

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

Lot 3 – Employer of Record Services comprises of employer of record services where a Customer is seeking a global employment outsourcing provider to operate overseas on its behalf as a legal employer of record. The Supplier will fulfil the employer responsibilities in an overseas location on behalf of the Customer for its global employees to prevent any unintended compliance risks on workforce arrangements. The services comprise employer administration, HR support, payroll and tax compliance requirements in the Host



Country.

### **II.2.5) Award criteria**

Quality criterion - Name: Customer Requirements / Weighting: 70.00%

Price - Weighting: 30.00%

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

Start date

1 July 2025

End date

30 June 2029

This contract is subject to renewal

Yes

Description of renewals

This Framework Agreement will commence on 1st July 2025 for an initial period of 24 months until 30th June 2027 with the option to extend the Agreement for 12 months until 30th June 2028 and a further 12 months until 30th June 2029 subject to satisfactory Economic Operator performance.

### **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

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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: 11

#### **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

25 March 2025

Local time

1:00pm

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

English

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

Date

25 March 2025

Local time

2:00pm

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

The following organisations have committed to this procurement and intend to utilise the Framework Agreement as soon as possible after award:

NWUPC <https://www.nwupc.ac.uk/members/>

APUC <http://www.apuc-scot.ac.uk/#!/members>

HEPCW <https://www.hepcw.ac.uk/members/>

LUPC <https://www.lupc.ac.uk/member-list>

NEUPC <http://www.neupc.ac.uk/our-members>

SUPC <https://www.supc.ac.uk/about-us/our-members/our-members>

At some point during the life of the Framework Agreement the current members of the following may wish to utilise the Agreement and should have access at any point with the permission of NWUPC. This Agreement is not intended to replace any current Agreements that either participating or non-participating Institutions may already have in place. A list of the current members is available as follows:

Central Government Departments, Local Government and Public Corporations that can be accessed at the Public Sector Classification Guide

<https://www.ons.gov.uk/economy/nationalaccounts/uksectoraccounts/datasets/publicsectorclassificationguide>

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

Local Authorities

<https://www.gov.uk/find-local-council>

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

NDPBs

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

National Parks Authorities

<https://www.nationalparks.uk/>

Police Forces in the United Kingdom

[http://www.police.uk/?view=force\\_sites](http://www.police.uk/?view=force_sites)

Fire and Rescue Services in the United Kingdom

<https://www.nationalfirechiefs.org.uk/fire-and-rescue-services>

NHS Bodies England

<https://www.england.nhs.uk/publication/nhs-provider-directory/>

Hospices in the UK

<https://www.hospiceuk.org/hospice-care-finder>

Registered Social Landlords (Housing Associations)

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

Third Sector and Charities in the United Kingdom

<https://www.gov.uk/government/organisations/charity-commission>

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

Citizens Advice in the United Kingdom

<http://www.citizensadvice.org.uk/index/getadvice.htm>

[www.cas.org.uk](http://www.cas.org.uk)

Scottish Police

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

NI Public Bodies

Northern Ireland Government Departments

<https://www.northernireland.gov.uk/topics/your-executive/government-departments>

<https://www.nidirect.gov.uk/contacts/government-departments-in-northern-ireland>

Northern Ireland Public Sector Bodies and Local Authorities

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

Schools and Universities in Northern Ireland

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

Health and Social care in Northern Ireland

<http://online.hscni.net>

Northern Ireland Housing Associations

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

Police Service of Northern Ireland

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

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

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

NWUPC Ltd

Salford Innovation Forum, Room 210, 51 Frederick Road

Salford

M6 6FP

Email

[procurement@nwupc.ac.uk](mailto:procurement@nwupc.ac.uk)

Country

United Kingdom