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Tender

## **Temporary and Permanent Recruitment Services**

Southern Universities Purchasing Consortium (SUPC)

F02: Contract notice

Notice identifier: 2024/S 000-007275

Procurement identifier (OCID): ocds-h6vhtk-04463b

Published 7 March 2024, 7:03am

The closing date and time has been changed to:

**23 April 2024, 12:00pm**

See the [change notice](#).

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

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

Southern Universities Purchasing Consortium (SUPC)

Reading Enterprise Centre, The University of Reading, Whiteknights Road, Earley Gate

Reading

RG6 6BU

#### **Contact**

Gavin Phillips

#### **Email**

[supc@reading.ac.uk](mailto:supc@reading.ac.uk)

**Telephone**

+44 1189357081

**Country**

United Kingdom

**Region code**

UK - United Kingdom

**National registration number**

111357

**Internet address(es)**

Main address

<https://www.supc.ac.uk>

Buyer's address

<https://uk.eu-supply.com/ctm/Company/CompanyInformation/Index/86623>

**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=78871&B=SUPC](https://uk.eu-supply.com/app/rfq/rwlenrance_s.asp?PID=78871&B=SUPC)

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=78871&B=SUPC](https://uk.eu-supply.com/app/rfq/rwlenrance_s.asp?PID=78871&B=SUPC)

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

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## **Section II: Object**

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

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

Temporary and Permanent Recruitment Services

Reference number

PFB4054 SU

#### **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**

Temporary and/or permanent recruitment agency services for members of the following consortia: SUPC, APUC, HEPCW, LUPC, NEUPC, NWUPC

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

Value excluding VAT: £200,000,000

#### **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**

Temporary Recruitment 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**

providing Member Institutions with access to temporary recruitment agency services (including temporary-to-permanent services) according to their local requirement. Services may be offered nationally or locally. Member Institutions will determine geographical, role, and service requirements when calling off and will apply filters to narrow the field of appropriate Suppliers. Suppliers will indicate their capabilities for each filter as part of their tender response. A managed service is not a mandatory requirement but may be offered under this Lot for Member Institutions to consider through further competition.

### **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: £60,000,000

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

Duration in months

24

This contract is subject to renewal

Yes

Description of renewals

The Framework Agreement shall commence on the 1st August 2024 and will last for 2 years, with the option to extend multiple times for up to a further two years to a maximum of 31st July 2028, subject to satisfactory performance and the ongoing needs of members being met.

#### **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: Yes

Identification of the project

Although the UK has left the EU, it is possible that some members may have EU funding.

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

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

Permanent Recruitment 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**

providing Member Institutions with access to permanent recruitment agency services according to their local requirement. Services may be offered nationally or locally and

covering any roles not covered by the specialisms in Lot 3. Institutions will determine geographical, role, and service requirements when calling off and will apply filters to narrow the field of appropriate Suppliers. Suppliers will indicate their capabilities for each filter as part of their tender response. A managed service is not a mandatory requirement but may be offered under this Lot for Member Institutions to consider through further competition.

#### **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: £60,000,000

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

Duration in months

24

This contract is subject to renewal

Yes

Description of renewals

The Framework Agreement shall commence on the 1st August 2024 and will last for 2 years, with the option to extend multiple times for up to a further two years to a maximum of 31st July 2028, subject to satisfactory performance and the ongoing needs of members being met.

#### **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: Yes

Identification of the project

Although the UK has left the EU, it is possible that some members may have EU funding.

## **II.2) Description**

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

Specialist Roles: IT Roles

Lot No

3.1

### **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**

Providing Member Institutions with access to recruitment agency services for specialist IT roles. Roles may be permanent, temporary, fixed term, or interim. Institutions will determine their precise requirements when calling off. Suppliers must be able to provide candidates for the suggested roles such as: Indicative roles include but are not limited to Database developer, MIS manager, E-commerce advisor, IT helpdesk operative/manager, Content manager, Software engineer, IT manager, IT project/programme manager, Business analyst, IT trainer, SITS contractor, Solutions Architect, Web Developer

### **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: £40,000,000

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

Duration in months

24

This contract is subject to renewal

Yes

Description of renewals

The Framework Agreement shall commence on the 1st August 2024 and will last for 2 years, with the option to extend multiple times for up to a further two years to a maximum of 31st July 2028, subject to satisfactory performance and the ongoing needs of members being met.

### **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: Yes

Identification of the project

Although the UK has left the EU, it is possible that some members may have EU funding.

## **II.2) Description**

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

Specialist Roles: Commercial Roles

Lot No

3.2

### **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**

Providing Member Institutions with access to recruitment agency services for specialist commercial roles. Roles may be permanent, temporary, fixed term, or interim. Institutions will determine their precise requirements when calling off. Suppliers must be able to provide candidates for the suggested roles such as: Accountant, Payroll manager, Finance manager, Procurement/purchasing officer/manager, Category Manager, Procurement analyst, Lawyer, Solicitor, Project Manager, Facilities Manager, Surveyor, Asset Manager.

#### **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: £10,000,000

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

Duration in months

24

This contract is subject to renewal

Yes

Description of renewals

The Framework Agreement shall commence on the 1st August 2024 and will last for 2 years, with the option to extend multiple times for up to a further two years to a maximum of 31st July 2028, subject to satisfactory performance and the ongoing needs of members being met.

#### **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: Yes

Identification of the project

Although the UK has left the EU, it is possible that some members may have EU funding.

## **II.2) Description**

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

Specialist Roles: Executive/Senior Leadership Roles

Lot No

3.3

### **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**

Providing Member Institutions with access to recruitment agency services for specialist executive and senior leadership roles. Roles may be permanent, temporary, fixed term, or interim. Institutions will determine their precise requirements when calling off. Suppliers must be able to provide candidates for the suggested roles such as: Director, CFO, CEO, CIO, Dean

### **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: £10,000,000

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

Duration in months

24

This contract is subject to renewal

Yes

Description of renewals

The Framework Agreement shall commence on the 1st August 2024 and will last for 2 years, with the option to extend multiple times for up to a further two years to a maximum of 31st July 2028, subject to satisfactory performance and the ongoing needs of members being met.

### **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: Yes

Identification of the project

Although the UK has left the EU, it is possible that some members may have EU funding.

## **II.2) Description**

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

Specialist Roles: Medical/Veterinary Roles

Lot No

3.4

**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**

Providing Member Institutions with access to recruitment agency services for specialist medical and veterinary roles. Roles may be permanent, temporary, fixed term, or interim. Institutions will determine their precise requirements when calling off. Suppliers must be able to provide candidates for the suggested roles such as: Health and Social Care, Non-Medical Helper, Veterinary staff including vet, nurse, and receptionist

**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: £10,000,000

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

Duration in months

24

This contract is subject to renewal

Yes

Description of renewals

The Framework Agreement shall commence on the 1st August 2024 and will last for 2 years, with the option to extend multiple times for up to a further two years to a maximum of 31st July 2028, subject to satisfactory performance and the ongoing needs of members being met.

**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: Yes

Identification of the project

Although the UK has left the EU, it is possible that some members may have EU funding.

## **II.2) Description**

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

Specialist Roles: Academic Roles

Lot No

3.5

### **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**

Providing Member Institutions with access to recruitment agency services for specialist academic roles. Roles may be permanent, temporary, fixed term, or interim. Institutions will determine their precise requirements when calling off. Suppliers must be able to provide candidates for the suggested roles such as: Lecturer, Assistant Lecturer Teaching Fellow, Senior Teaching Fellow, Assistant Teaching Fellow, Tutor, Professor, Assistant Professor, Research Fellow, Research Assistant

### **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: £10,000,000

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

Duration in months

24

This contract is subject to renewal

Yes

Description of renewals

The Framework Agreement shall commence on the 1st August 2024 and will last for 2 years, with the option to extend multiple times for up to a further two years to a maximum of 31st July 2028, subject to satisfactory performance and the ongoing needs of members being met.

#### **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: Yes

Identification of the project

Although the UK has left the EU, it is possible that some members may have EU funding.

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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: 50

#### **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**

Originally published as:

Date

15 April 2024

Local time

12:00pm

Changed to:

Date

23 April 2024

Local time

12:00pm

See the [change notice](#).

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

English

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

Date

15 April 2024

Local time

12:00pm

Place

Within Mercell portal

Information about authorised persons and opening procedure

Two individuals from the SUPC procurement team

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## **Section VI. Complementary information**

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

This is a recurrent procurement: No

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

We envision appointing all suppliers who meet the mandatory requirements set out in the Selection Questionnaire and who are able to meet the minimum Quality Questionnaire scores as detailed in the ITT.

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

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

Southern Universities Management Services

Reading Enterprise Centre, University of Reading, Earley Gate, Whiteknights Road

Reading

RG6 6BU

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[supc@reading.ac.uk](mailto:supc@reading.ac.uk)

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