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Tender

HR Consultancy Service

The Rivers C of E Academy Trust

F02: Contract notice

Notice identifier: 2022/S 000-009214

Procurement identifier (OCID): ocds-h6vhtk-032a99

Published 6 April 2022, 11:16am

Section I: Contracting authority

I.1) Name and addresses

The Rivers C of E Academy Trust

School House, School Lane, Cutnall Green

Droitwich, Worcester

WR9 0PH

Contact

Alison Ragbourne

Email

aragbourne@riverscofe.co.uk

Telephone

+44 905953858

Country

United Kingdom

NUTS code

UK - United Kingdom

Internet address(es)

Main address

www.riverscofe.co.uk

Buyer's address

https://www.mytenders.co.uk/search/Search_AuthProfile.aspx?ID=AA42907

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

www.mytenders.co.uk

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

www.mytenders.co.uk

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

HR Consultancy Service

II.1.2) Main CPV code

- 79414000 - Human resources management consultancy services

II.1.3) Type of contract

Services

II.1.4) Short description

HR consultancy service

II.1.5) Estimated total value

Value excluding VAT: £100,000

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.2) Additional CPV code(s)

- 79400000 - Business and management consultancy and related services

II.2.3) Place of performance

NUTS codes

- UK - United Kingdom

Main site or place of performance

Remotely and attendance at trust sites in Worcestershire and the wider West Midlands region.

II.2.4) Description of the procurement

The Rivers C of E Academy Trust is seeking to procure an HR Consultancy Service for 3

years' duration, see the tender specification for details about our trust, our schools and our service requirements

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: £100,000

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

The contract will be subject to re-tender on expiry however we retain the option to extend the contract by up to 24 months (to a maximum period of 60 months)

II.2.10) Information about variants

Variants will be accepted: No

II.2.11) Information about options

Options: Yes

Description of options

Please detail additional service/product options that are available but outside of the service specification and include full pricing information.

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.1.1) Suitability to pursue the professional activity, including requirements relating to enrolment on professional or trade registers

List and brief description of conditions

It is expected that the providers will be able to offer a range of specialisms, to provide:

- HR specialist skills
- Guidance on HR industry and sector knowledge
- Extra HR resources and capabilities
- Unbiased opinion on HR situations
- Competitive consultancy and professional rates, which will be

evidenced throughout the duration of the contract

The provider must:

- Have expert knowledge and guidance in relation to HR consultancy
- Give open access to staff holding CIPD qualifications
- Be confidential
- Any information developed under this framework shall remain the intellectual property of YPO and/or the relevant customer, unless agreed in writing
- Assist with the framework agreement queries
- Be flexible in the way they work with each customer

III.1.2) Economic and financial standing

List and brief description of selection criteria

Suppliers should submit evidence of solvency in the form of latest audited financial statements.

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

9 May 2022

Local time

9:00am

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

Duration in months: 3 (from the date stated for receipt of tender)

IV.2.7) Conditions for opening of tenders

Date

9 May 2022

Local time

12:00pm

Place

MAT office, North Worcester Primary Academy, John Comyn Drive, Worcester, WR3 7NS

Information about authorised persons and opening procedure

Tender documents will be opened jointly by 2 directors

Section VI. Complementary information

VI.1) Information about recurrence

This is a recurrent procurement: Yes

Estimated timing for further notices to be published: After 36 months or 60 months from commencement of this contract

VI.2) Information about electronic workflows

Electronic invoicing will be accepted

Electronic payment will be used

VI.3) Additional information

NOTE: To register your interest in this notice and obtain any additional information please visit the myTenders Web Site at

https://www.mytenders.co.uk/Search/Search_Switch.aspx?ID=225919.

The buyer has indicated that it will accept electronic responses to this notice via the Postbox facility. A user guide is available at https://www.mytenders.co.uk/sitehelp/help_guides.aspx.

Suppliers are advised to allow adequate time for uploading documents and to dispatch the electronic response well in advance of the closing time to avoid any last minute problems.

(MT Ref:225919)

VI.4) Procedures for review

VI.4.1) Review body

Public Procurement Review Service

Cabinet Office

London

Email

publicprocurementreview@cabinetoffice.gov.uk

Telephone

+44 3450103503

Country

United Kingdom

Internet address

<https://www.gov.uk/government/publications/public-procurement-review-service-scope-and-remit>