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Tender

## Recruitment Agency Framework

Derby College Group

UK4: Tender notice - Procurement Act 2023 - [view information about notice types](#)

Notice identifier: 2025/S 000-010956

Procurement identifier (OCID): ocds-h6vhtk-04f808 ([view related notices](#))

Published 24 March 2025, 3:30pm

## Scope

## Reference

RECR\_0325

## Description

The framework has been designed to support the fulfilment of all temporary, temporary to permanent, permanent and interim contract personnel across three Lots.

The successful Agencies should represent Derby College Group as an extension of the recruitment team, in doing so it is intended that the overall candidate experience should be positive and seamless to support Derby College Group as an employer of choice. Value for Money will be determined primarily by the quality of provision (as defined by quality of candidates, candidate satisfaction and transition from CV to fulfilment) but also via innovation in pricing structures to support contract efficiencies according to the Lot requirements.

Please see the Tender Guidance in the tender pack available (free of charge) at <https://www.in-tendhost.co.uk/educationportal/aspx/Home>

## **Commercial tool**

Establishes a framework

### **Total value (estimated)**

- £3,500,000 excluding VAT
- £4,200,000 including VAT

Above the relevant threshold

### **Contract dates (estimated)**

- 1 August 2025 to 1 August 2027
- Possible extension to 1 August 2029
- 4 years, 1 day

Description of possible extension:

2 annual extensions subject to framework performance and agreement of rates

### **Main procurement category**

Services

### **CPV classifications**

- 79000000 - Business services: law, marketing, consulting, recruitment, printing and security
- 79600000 - Recruitment services

- 79620000 - Supply services of personnel including temporary staff

## **Lot constraints**

Description of how multiple lots may be awarded:

The framework will be split into three lots consisting of multiple specialisms. Agencies may apply for one or any combination of specialisms according to their own assessment of capability (using the Specialisms Matrix included in the tender pack) to fulfil vacancies. Each Lot will be evaluated in accordance with the published methodology in the Tender Guidance in the tender pack - available for free of charge download at <https://www.in-tendhost.co.uk/educationportal/aspx/Home>

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## **Lot LOT-0001. College recruitment**

### **Description**

Covers all requirements typical for a Further Education College including temporary, temp to perm, interim and permanent vacancies across all campuses. To simplify arrangements Lot 1 will encompass all administrative and management roles as well as all curriculum support and delivery roles. Please see the Tender pack available for download free of charge from <https://www.in-tendhost.co.uk/educationportal/aspx/Home>

### **Lot value (estimated)**

- £2,870,000 excluding VAT
- £3,444,000 including VAT

Framework lot values may be shared with other lots

### **Same for all lots**

CPV classifications and contract dates are shown in the Scope section, because they are the same for all lots.

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## **Lot LOT-0002. Cleaning staff**

### **Description**

Temporary cleaning staff to support college cleaning provision across all campuses.  
Please see the Tender pack available for download free of charge from <https://www.intendhost.co.uk/educationportal/aspx/Home>

### **Lot value (estimated)**

- £420,000 excluding VAT
- £504,000 including VAT

Framework lot values may be shared with other lots

### **Same for all lots**

CPV classifications and contract dates are shown in the Scope section, because they are the same for all lots.

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## **Lot LOT-0003. Nursery staff**

### **Description**

Temporary Nursery staff to support Little Explorers Nursery, located at Broomfield Hall Campus. Please see the Tender pack available for download free of charge from <https://www.in-tendhost.co.uk/educationportal/aspx/Home>

### **Lot value (estimated)**

- £210,000 excluding VAT
- £252,000 including VAT

Framework lot values may be shared with other lots

### **Same for all lots**

CPV classifications and contract dates are shown in the Scope section, because they are the same for all lots.

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## **Framework**

### **Maximum number of suppliers**

9

### **Maximum percentage fee charged to suppliers**

0%

### **Further information about fees**

N/A No fees charged for inclusion on the framework.

## **Framework operation description**

Note: Maximum number of suppliers is indicative only and subject to change in line with guidance provided in published tender documents. All tender documents including framework terms and conditions are available for download at <https://www.in-tendhost.co.uk/educationportal/aspx/Home>

## **Award method when using the framework**

Either with or without competition

## **Contracting authorities that may use the framework**

Establishing party only

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## **Participation**

### **Legal and financial capacity conditions of participation**

**Lot LOT-0001. College recruitment**

**Lot LOT-0002. Cleaning staff**

**Lot LOT-0003. Nursery staff**

As detailed within the Tender pack available for download free of charge from  
<https://www.in-tendhost.co.uk/educationportal/aspx/Home>

### **Technical ability conditions of participation**

**Lot LOT-0001. College recruitment**

**Lot LOT-0002. Cleaning staff**

**Lot LOT-0003. Nursery staff**

As detailed within the Tender pack available for download free of charge from  
<https://www.in-tendhost.co.uk/educationportal/aspx/Home>

### **Particular suitability**

**Lot LOT-0001. College recruitment**

**Lot LOT-0002. Cleaning staff**

**Lot LOT-0003. Nursery staff**

Small and medium-sized enterprises (SME)

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## **Submission**

### **Enquiry deadline**

23 April 2025, 1:00pm

### **Submission type**

Tenders

### **Tender submission deadline**

2 May 2025, 1:00pm

## **Submission address and any special instructions**

Tenders must be submitted electronically at <https://www.in-tendhost.co.uk/educationportal/aspx/Home> Note this website is free of charge to access

## **Tenders may be submitted electronically**

Yes

## **Languages that may be used for submission**

English

## **Award decision date (estimated)**

28 June 2025

## **Recurring procurement**

Publication date of next tender notice (estimated): 5 February 2029

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## **Award criteria**

Name	Description	Type
Simple description	75 Quality: 25 Price Please see the Guidance document within the tender pack for full details available for download free of charge at <a href="https://www.in-tendhost.co.uk/educationporta/l/aspx/Home">https://www.in-tendhost.co.uk/educationporta/l/aspx/Home</a>	Price

## **Weighting description**

75 Quality: 25 Price

Please see the Guidance document within the tender pack for full details available for download free of charge at <https://www.in-tendhost.co.uk/educationportal/aspx/Home>

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## **Other information**

### **Payment terms**

30 days for valid undisputed invoices

### **Description of risks to contract performance**

N/A

### **Conflicts assessment prepared/revised**

Yes

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## **Procedure**

### **Procedure type**

Competitive flexible procedure

## **Competitive flexible procedure description**

Open tender with Interviews (if required)

## **Justification for not publishing a preliminary market engagement notice**

Competitive open process

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## **Documents**

### **Documents to be provided after the tender notice**

Available for free of charge download from <https://www.in-tendhost.co.uk/educationportal/aspx/Home>

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## **Contracting authority**

### **Derby College Group**

- Public Procurement Organisation Number: PHCR-9151-PMNL

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Derby

DE24 8UG

United Kingdom

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Website: <https://www.derby-college.ac.uk/>

Region: UKF11 - Derby

Organisation type: Public authority - sub-central government