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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

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/asp/Home>

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.

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.in-tendhost.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.

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.

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

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.intendhost.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.intendhost.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)

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/asp/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

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 https://www.in-tendhost.co.uk/educationportal.aspx/Home	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>

Other information

Payment terms

30 days for valid undisputed invoices

Description of risks to contract performance

N/A

Conflicts assessment prepared/revised

Yes

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

Documents

Documents to be provided after the tender notice

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

Contracting authority

Derby College Group

- Public Procurement Organisation Number: PHCR-9151-PMNL

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Derby

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United Kingdom

Contact name: Anna Manns

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Email: tenders@derby-college.ac.uk

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

Region: UKF11 - Derby

Organisation type: Public authority - sub-central government