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Tender

ID 3481046 - DfC - Provision of a Virtual Recruitment Platform

Department for Communities, Employer Services Branch

F02: Contract notice

Notice identifier: 2021/S 000-013835

Procurement identifier (OCID): ocds-h6vhtk-02bd7e

Published 18 June 2021, 10:34am

Section I: Contracting authority

I.1) Name and addresses

Department for Communities, Employer Services Branch

Level 3, Castle Court, Royal Avenue

BELFAST

BT1 1DD

Contact

SSDAdmin.CPDfinance-ni.gov.uk

Email

SSDAdmin.CPD@finance-ni.gov.uk

Country

United Kingdom

NUTS code

UK - United Kingdom

Internet address(es)

Main address

<https://etendersni.gov.uk/epps>

Buyer's address

<https://etendersni.gov.uk/epps>

I.3) Communication

The procurement documents are available for unrestricted and full direct access, free of charge, at

<https://etendersni.gov.uk/epps>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<https://etendersni.gov.uk/epps>

I.4) Type of the contracting authority

Body governed by public law

I.5) Main activity

General public services

Section II: Object

II.1) Scope of the procurement

II.1.1) Title

ID 3481046 - DfC - Provision of a Virtual Recruitment Platform

II.1.2) Main CPV code

- 72000000 - IT services: consulting, software development, Internet and support

II.1.3) Type of contract

Services

II.1.4) Short description

DfC wish to procure the services of a provider of a virtual recruitment platform to deliver recruitment events of varying sizes, over an initial period of 2 years (with the option to extend the contract subject to satisfactory performance, demand for service, and budgetary provision for a further 1 year). Virtual recruitment events will be an alternative to face to face events when those are unfeasible due to Covid-19 restrictions, but will complement the face to face Departmental offer when Covid-19 restrictions are eased. Please see the document entitled "ID 3481046 – Specification Schedule" for full details of the requirement.

II.1.5) Estimated total value

Value excluding VAT: £242,377

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.2) Additional CPV code(s)

- 72210000 - Programming services of packaged software products
- 72220000 - Systems and technical consultancy services

- 72260000 - Software-related services

II.2.3) Place of performance

NUTS codes

- UKN - Northern Ireland

II.2.4) Description of the procurement

DfC wish to procure the services of a provider of a virtual recruitment platform to deliver recruitment events of varying sizes, over an initial period of 2 years (with the option to extend the contract subject to satisfactory performance, demand for service, and budgetary provision for a further 1 year). Virtual recruitment events will be an alternative to face to face events when those are unfeasible due to Covid-19 restrictions, but will complement the face to face Departmental offer when Covid-19 restrictions are eased. Please see the document entitled “ID 3481046 – Specification Schedule” for full details of the requirement.

II.2.5) Award criteria

Quality criterion - Name: Qualitative Criteria / Weighting: 75

Price - Weighting: 25

II.2.6) Estimated value

Value excluding VAT: £242,377

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

This contract will be potentially be due to be re-procured after 2-3 years

II.2.10) Information about variants

Variants will be accepted: No

II.2.11) Information about options

Options: Yes

Description of options

After the initial contract period of 2 years there is one optional extension period of 1 year.

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 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: Yes

IV.2) Administrative information

IV.2.2) Time limit for receipt of tenders or requests to participate

Date

21 July 2021

Local time

3:00pm

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

Tender must be valid until: 19 October 2021

IV.2.7) Conditions for opening of tenders

Date

21 July 2021

Local time

3:30pm

Section VI. Complementary information

VI.1) Information about recurrence

This is a recurrent procurement: No

VI.3) Additional information

The successful contractor's performance on this contract will be managed as per the specification and regularly monitored (see.. Procurement Guidance Note 01/12 — Contract Management — Procedures and Principles). Contractors not delivering on contract.. requirements is a serious matter. It means the public purse is not getting what it is paying for. If a contractor fails to reach satisfactory.. levels of contract performance they will be given a specified time to improve. If, after the specified time, they still fail to reach satisfactory.. levels of contract performance, the matter will be escalated to senior management in CPD for further action. If this occurs and their.. performance still does not improve to satisfactory levels within the specified period, it may be regarded as an act of grave professional.. misconduct and they may be issued with a notice of unsatisfactory performance and this contract may be terminated. A central register.. of such notices for supplies and services contracts will be maintained and published on the CPD website. Any contractor in receipt of a.. notice of unsatisfactory performance will be required to declare this in future tender submissions for a period of 3 years from the date of.. issue of the notice. It may also result in the contractor being excluded from all procurement competitions being undertaken by Centres.. of Procurement Expertise on behalf of bodies covered by the Northern Ireland Procurement Policy. The authority expressly reserves.. the rights:. . (i) not to award any

contract as a result of the procurement process commenced by publication of this notice; . . (ii) to make.. whatever changes it may see fit to the content and structure of the tendering competition; . . (iii) to award (a) contract(s) in respect of any.. part(s) of the (services) covered by this notice; and. . (iv) to award contract(s) in stages and in no circumstances will the authority be liable.. for any costs incurred by candidates.

VI.4) Procedures for review

VI.4.1) Review body

The UK does not have any special review body with responsibility for appeal/mediation procedures in public procurement competitions. Instead; any challenges are dealt with by the High Court, Commercial Division, to which proceedings may be issued regarding alleged breaches of the PCR 2015

United Kingdom

Country

United Kingdom

VI.4.3) Review procedure

Precise information on deadline(s) for review procedures

CPD will comply with the Public Contracts Regulations 2015 and, where.. appropriate, will incorporate a standstill period (i.e. a minimum of 10 calendar days) at the point information on the award of contract is.. communicated to tenderers. That notification will provide full information on the award decision. This provides time for the unsuccessful.. tenderers to challenge the award decision before the contract is entered into..