

This is a published notice on the Find a Tender service: <https://www.find-tender.service.gov.uk/Notice/016886-2022>

Tender

## **Recruitment PSL Agreement 2022**

AFFINITY WATER LIMITED

F05: Contract notice – utilities

Notice identifier: 2022/S 000-016886

Procurement identifier (OCID): ocds-h6vhtk-03489b

Published 21 June 2022, 9:55am

### **Section I: Contracting entity**

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

AFFINITY WATER LIMITED

Tamblin Way

HATFIELD

AL109EZ

#### **Contact**

Amy Morris

#### **Email**

[amy.morris@affinitywater.co.uk](mailto:amy.morris@affinitywater.co.uk)

#### **Telephone**

+44 7767008097

**Country**

United Kingdom

**NUTS code**

UKH23 - Hertfordshire

**Internet address(es)**

Main address

[www.affinitywater.co.uk](http://www.affinitywater.co.uk)

**I.3) Communication**

Access to the procurement documents is restricted. Further information can be obtained at

<http://in-tend.co.uk/affinitywater.aspx/Home>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<http://in-tend.co.uk/affinitywater.aspx/Home>

**I.6) Main activity**

Water

---

## Section II: Object

### II.1) Scope of the procurement

#### II.1.1) Title

Recruitment PSL Agreement 2022

Reference number

C-03915

#### II.1.2) Main CPV code

- 79600000 - Recruitment services

#### II.1.3) Type of contract

Services

#### II.1.4) Short description

Affinity Water has a requirement for Agency Recruitment Services including permanent, fixed term, contractors and agency temps for the Company. The PSL workstreams will be split into Lots.

Instructions to tenderers

Are you interested in tendering for this requirement?

If yes, register on our e-procurement portal In-tend (please see attached document). Note that if you do not register on the portal, you cannot be part of this tender process.

Send an email to [tenders@affinitywater.co.uk](mailto:tenders@affinitywater.co.uk) to confirm that you have registered on In-tend referencing 'C-03915 - Recruitment PSL Agreement 2022' in the title of the email.

If you are already registered on in-tend, please confirm your interest via email to [tenders@affinitywater.co.uk](mailto:tenders@affinitywater.co.uk) to confirm that you have registered on In-tend referencing 'C-03915 - Recruitment PSL Agreement 2022' in the title of the email.

If you do not follow the instructions above by the closing date of this [Gov.uk](#) notification, you may not be included in the procurement process. Pre-Qualification documents will not be issued until after the closing date of this [Gov.uk](#) notification and will only be sent to

companies who have followed the above steps.

The closing date for the [Gov.uk](https://www.gov.uk) notification is Monday 4th July 12pm noon.

The PQQ document will be issued to tenderers on In-tend once the [Gov.uk](https://www.gov.uk) notification has closed.

The PQQ document will be available to view on In-tend from Tuesday 5th July 2022.

If you have any questions or queries, please submit correspondence via the In-tend procurement portal referencing 'C-03915 - Recruitment PSL Agreement 2022' in the title of the email.

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

Value excluding VAT: £1,700,000

### **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**

Lot No

1

### **II.2.2) Additional CPV code(s)**

- 79600000 - Recruitment services

### **II.2.3) Place of performance**

NUTS codes

- UKH - East of England

Main site or place of performance

Every day Affinity Water supply around 900 million litres of water to more than 3.6m people

in parts of Bedfordshire, Berkshire, Buckinghamshire, Essex, Hertfordshire, Surrey, the London Boroughs of Harrow and Hillingdon and parts of the London Boroughs of Barnet, Brent, Ealing and Enfield. AW also supply water to the Tendring peninsula in Essex and the Folkestone and Dover areas of Kent.

#### **II.2.4) Description of the procurement**

Affinity Water has a requirement for Agency Recruitment Services including, permanent, fixed term, contractors, and agency temps for the Company. The PSL workstreams will be split into Lots.

Instructions to tenderers

Are you interested in tendering for this requirement?

If yes, register on our e-procurement portal In-tend (please see attached document). Note that if you do not register on the portal, you cannot be part of this tender process.

Send an email to [tenders@affinitywater.co.uk](mailto:tenders@affinitywater.co.uk) to confirm that you have registered on In-tend referencing 'C-03915 - Recruitment PSL Agreement 2022' in the title of the email.

If you are already registered on in-tend, please confirm your interest via email to [tenders@affinitywater.co.uk](mailto:tenders@affinitywater.co.uk) to confirm that you have registered on In-tend referencing 'C-03915 - Recruitment PSL Agreement 2022' in the title of the email.

If you do not follow the instructions above by the closing date of this [Gov.uk](#) notification, you may not be included in the procurement process. Pre-Qualification documents will not be issued until after the closing date of this [Gov.uk](#) notification and will only be sent to companies who have followed the above steps.

The closing date for the [Gov.uk](#) notification is Monday 4th July 12pm noon.

The PQQ document will be issued to tenderers on In- tend once the [Gov.uk](#) notification has closed.

The PQQ document will be available to view on In-tend from Tuesday 5th July 2022.

If you have any questions or queries, please submit correspondence via the In-tend procurement portal referencing 'C-03915 - Recruitment PSL Agreement 2022' in the title of the email.

#### **II.2.5) Award criteria**

Price is not the only award criterion and all criteria are stated only in the procurement documents

### **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 Company and the Supplier may agree in writing to extend the term of the Agreement for further periods of one month up to a maximum of twenty four consecutive months.

### **II.2.10) Information about variants**

Variants will be accepted: Yes

### **II.2.11) Information about options**

Options: No

## **II.2) Description**

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

Lot No

2

### **II.2.2) Additional CPV code(s)**

- 79600000 - Recruitment services

### **II.2.3) Place of performance**

NUTS codes

- UKH - East of England

## Main site or place of performance

Every day AW supply around 900 million litres of water to more than 3.6m people in parts of Bedfordshire, Berkshire, Buckinghamshire, Essex, Hertfordshire, Surrey, the London Boroughs of Harrow and Hillingdon and parts of the London Boroughs of Barnet, Brent, Ealing and Enfield. AW also supply water to the Tendring peninsula in Essex and the Folkestone and Dover areas of Kent.

## II.2.4) Description of the procurement

Affinity Water has a requirement for Agency Recruitment Services including, permanent, fixed term, contractors, and agency temps for the Company. The PSL workstreams will be split into Lots.

### Instructions to tenderers

Are you interested in tendering for this requirement?

If yes, register on our e-procurement portal In-tend (please see attached document). Note that if you do not register on the portal, you cannot be part of this tender process.

Send an email to [tenders@affinitywater.co.uk](mailto:tenders@affinitywater.co.uk) to confirm that you have registered on In-tend referencing 'C-03915 - Recruitment PSL Agreement 2022' in the title of the email.

If you are already registered on in-tend, please confirm your interest via email to [tenders@affinitywater.co.uk](mailto:tenders@affinitywater.co.uk) to confirm that you have registered on In-tend referencing 'C-03915 - Recruitment PSL Agreement 2022' in the title of the email.

If you do not follow the instructions above by the closing date of this [Gov.uk](#) notification, you may not be included in the procurement process. Pre-Qualification documents will not be issued until after the closing date of this [Gov.uk](#) notification and will only be sent to companies who have followed the above steps.

The closing date for the [Gov.uk](#) notification is Monday 4th July 12pm noon.

The PQQ document will be issued to tenderers on In- tend once the [Gov.uk](#) notification has closed.

The PQQ document will be available to view on In-tend from Tuesday 5th July 2022.

If you have any questions or queries, please submit correspondence via the In-tend procurement portal referencing 'C-03915 - Recruitment PSL Agreement 2022' in the title of the email.

## **II.2.5) Award criteria**

Price is not the only award criterion and all criteria are stated only in the procurement documents

## **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 Supplier and the Company may agree in writing to extend the term of the Agreement for further periods of one month up to the maximum of twenty four consecutive months.

## **II.2.10) Information about variants**

Variants will be accepted: Yes

## **II.2.11) Information about options**

Options: No

## **II.2) Description**

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

Lot No

3

### **II.2.2) Additional CPV code(s)**

- 79600000 - Recruitment services

### **II.2.3) Place of performance**

NUTS codes



- UKH - East of England

#### Main site or place of performance

Every day AW supply around 900 million litres of water to more than 3.6m people in parts of Bedfordshire, Berkshire, Buckinghamshire, Essex, Hertfordshire, Surrey, the London Boroughs of Harrow and Hillingdon and parts of the London Boroughs of Barnet, Brent, Ealing and Enfield. AW also supply water to the Tendring peninsula in Essex and the Folkestone and Dover areas of Kent.

### **II.2.4) Description of the procurement**

Affinity Water has a requirement for Agency Recruitment Services including, permanent, fixed term, contractors, and agency temps for the Company. The PSL workstreams will be split into Lots.

#### Instructions to tenderers

Are you interested in tendering for this requirement?

If yes, register on our e-procurement portal In-tend (please see attached document). Note that if you do not register on the portal, you cannot be part of this tender process.

Send an email to [tenders@affinitywater.co.uk](mailto:tenders@affinitywater.co.uk) to confirm that you have registered on In-tend referencing 'C-03915 - Recruitment PSL Agreement 2022' in the title of the email.

If you are already registered on in-tend, please confirm your interest via email to [tenders@affinitywater.co.uk](mailto:tenders@affinitywater.co.uk) to confirm that you have registered on In-tend referencing 'C-03915 - Recruitment PSL Agreement 2022' in the title of the email.

If you do not follow the instructions above by the closing date of this [Gov.uk](#) notification, you may not be included in the procurement process. Pre-Qualification documents will not be issued until after the closing date of this [Gov.uk](#) notification and will only be sent to companies who have followed the above steps.

The closing date for the [Gov.uk](#) notification is Monday 4th July 12pm noon.

The PQQ document will be issued to tenderers on In-tend once the [Gov.uk](#) notification has closed.

The PQQ document will be available to view on In-tend from Tuesday 5th July 2022.

If you have any questions or queries, please submit correspondence via the In-tend

procurement portal referencing 'C-03915 - Recruitment PSL Agreement 2022' in the title of the email.

### **II.2.5) Award criteria**

Price is not the only award criterion and all criteria are stated only in the procurement documents

### **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 Supplier and the Company may agree in writing to extend the term of the Agreement for further periods of one month up to the maximum of twenty four consecutive months.

### **II.2.10) Information about variants**

Variants will be accepted: Yes

### **II.2.11) Information about options**

Options: No

## **II.2) Description**

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

Lot No

4

### **II.2.2) Additional CPV code(s)**

- 79600000 - Recruitment services

### **II.2.3) Place of performance**

NUTS codes

- UKH - East of England

Main site or place of performance

Every day AW supply around 900 million litres of water to more than 3.6m people in parts of Bedfordshire, Berkshire, Buckinghamshire, Essex, Hertfordshire, Surrey, the London Boroughs of Harrow and Hillingdon and parts of the London Boroughs of Barnet, Brent, Ealing and Enfield. AW also supply water to the Tendring peninsula in Essex and the Folkestone and Dover areas of Kent.

### **II.2.4) Description of the procurement**

Affinity Water has a requirement for Agency Recruitment Services including, permanent, fixed term, contractors, and agency temps for the Company. The PSL workstreams will be split into Lots.

Instructions to tenderers

Are you interested in tendering for this requirement?

If yes, register on our e-procurement portal In-tend (please see attached document). Note that if you do not register on the portal, you cannot be part of this tender process.

Send an email to [tenders@affinitywater.co.uk](mailto:tenders@affinitywater.co.uk) to confirm that you have registered on In-tend referencing 'C-03915 - Recruitment PSL Agreement 2022' in the title of the email.

If you are already registered on in-tend, please confirm your interest via email to [tenders@affinitywater.co.uk](mailto:tenders@affinitywater.co.uk) to confirm that you have registered on In-tend referencing 'C-03915 - Recruitment PSL Agreement 2022' in the title of the email.

If you do not follow the instructions above by the closing date of this [Gov.uk](#) notification, you may not be included in the procurement process. Pre-Qualification documents will not be issued until after the closing date of this [Gov.uk](#) notification and will only be sent to companies who have followed the above steps.

The closing date for the [Gov.uk](#) notification is Monday 4th July 12pm noon.

The PQQ document will be issued to tenderers on In- tend once the [Gov.uk](#) notification has closed.

The PQQ document will be available to view on In-tend from Tuesday 5th July 2022.

If you have any questions or queries, please submit correspondence via the In-tend procurement portal referencing 'C-03915 - Recruitment PSL Agreement 2022' in the title of the email.

### **II.2.5) Award criteria**

Price is not the only award criterion and all criteria are stated only in the procurement documents

### **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 Supplier and the Company may agree in writing to extend the term of the Agreement for further periods of one month up to the maximum of twenty four consecutive months.

### **II.2.10) Information about variants**

Variants will be accepted: Yes

### **II.2.11) Information about options**

Options: No

## **II.2) Description**

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

Lot No

5

## **II.2.2) Additional CPV code(s)**

- 79600000 - Recruitment services

## **II.2.3) Place of performance**

NUTS codes

- UKH - East of England

Main site or place of performance

Every day AW supply around 900 million litres of water to more than 3.6m people in parts of Bedfordshire, Berkshire, Buckinghamshire, Essex, Hertfordshire, Surrey, the London Boroughs of Harrow and Hillingdon and parts of the London Boroughs of Barnet, Brent, Ealing and Enfield. AW also supply water to the Tendring peninsula in Essex and the Folkestone and Dover areas of Kent.

## **II.2.4) Description of the procurement**

Affinity Water has a requirement for Agency Recruitment Services including, permanent, fixed term, contractors, and agency temps for the Company. The PSL workstreams will be split into Lots.

Instructions to tenderers

Are you interested in tendering for this requirement?

If yes, register on our e-procurement portal In-tend (please see attached document). Note that if you do not register on the portal, you cannot be part of this tender process.

Send an email to [tenders@affinitywater.co.uk](mailto:tenders@affinitywater.co.uk) to confirm that you have registered on In-tend referencing 'C-03915 - Recruitment PSL Agreement 2022' in the title of the email.

If you are already registered on in-tend, please confirm your interest via email to [tenders@affinitywater.co.uk](mailto:tenders@affinitywater.co.uk) to confirm that you have registered on In-tend referencing 'C-03915 - Recruitment PSL Agreement 2022' in the title of the email.

If you do not follow the instructions above by the closing date of this [Gov.uk](#) notification, you may not be included in the procurement process. Pre-Qualification documents will not be issued until after the closing date of this [Gov.uk](#) notification and will only be sent to companies who have followed the above steps.

The closing date for the [Gov.uk](#) notification is Monday 4th July 12pm noon.

The PQQ document will be issued to tenderers on In-tend once the [Gov.uk](https://www.gov.uk) notification has closed.

The PQQ document will be available to view on In-tend from Tuesday 5th July 2022.

If you have any questions or queries, please submit correspondence via the In-tend procurement portal referencing 'C-03915 - Recruitment PSL Agreement 2022' in the title of the email.

### **II.2.5) Award criteria**

Price is not the only award criterion and all criteria are stated only in the procurement documents

### **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 Supplier and the Company may agree in writing to extend the term of the Agreement for further periods of one month up to the maximum of twenty four consecutive months.

### **II.2.10) Information about variants**

Variants will be accepted: Yes

### **II.2.11) Information about options**

Options: No

## **II.2) Description**

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

Lot No

6

**II.2.2) Additional CPV code(s)**

- 79600000 - Recruitment services

**II.2.3) Place of performance**

NUTS codes

- UKH - East of England

Main site or place of performance

Every day AW supply around 900 million litres of water to more than 3.6m people in parts of Bedfordshire, Berkshire, Buckinghamshire, Essex, Hertfordshire, Surrey, the London Boroughs of Harrow and Hillingdon and parts of the London Boroughs of Barnet, Brent, Ealing and Enfield. AW also supply water to the Tendring peninsula in Essex and the Folkestone and Dover areas of Kent.

**II.2.4) Description of the procurement**

Affinity Water has a requirement for Agency Recruitment Services including, permanent, fixed term, contractors, and agency temps for the Company. The PSL workstreams will be split into Lots.

Instructions to tenderers

Are you interested in tendering for this requirement?

If yes, register on our e-procurement portal In-tend (please see attached document). Note that if you do not register on the portal, you cannot be part of this tender process.

Send an email to [tenders@affinitywater.co.uk](mailto:tenders@affinitywater.co.uk) to confirm that you have registered on In-tend referencing 'C-03915 - Recruitment PSL Agreement 2022' in the title of the email.

If you are already registered on in-tend, please confirm your interest via email to [tenders@affinitywater.co.uk](mailto:tenders@affinitywater.co.uk) to confirm that you have registered on In-tend referencing 'C-03915 - Recruitment PSL Agreement 2022' in the title of the email.

If you do not follow the instructions above by the closing date of this [Gov.uk](#) notification, you may not be included in the procurement process. Pre-Qualification documents will not be issued until after the closing date of this [Gov.uk](#) notification and will only be sent to

companies who have followed the above steps.

The closing date for the [Gov.uk](#) notification is Monday 4th July 12pm noon.

The PQQ document will be issued to tenderers on In-tend once the [Gov.uk](#) notification has closed.

The PQQ document will be available to view on In-tend from Tuesday 5th July 2022.

If you have any questions or queries, please submit correspondence via the In-tend procurement portal referencing 'C-03915 - Recruitment PSL Agreement 2022' in the title of the email.

### **II.2.5) Award criteria**

Price is not the only award criterion and all criteria are stated only in the procurement documents

### **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 Supplier and the Company may agree in writing to extend the term of the Agreement for further periods of one month up to the maximum of twenty four consecutive months.

### **II.2.10) Information about variants**

Variants will be accepted: Yes

### **II.2.11) Information about options**

Options: No

## **II.2) Description**



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

Lot No

7

### **II.2.2) Additional CPV code(s)**

- 79600000 - Recruitment services

### **II.2.3) Place of performance**

NUTS codes

- UKH - East of England

Main site or place of performance

Every day AW supply around 900 million litres of water to more than 3.6m people in parts of Bedfordshire, Berkshire, Buckinghamshire, Essex, Hertfordshire, Surrey, the London Boroughs of Harrow and Hillingdon and parts of the London Boroughs of Barnet, Brent, Ealing and Enfield. AW also supply water to the Tendring peninsula in Essex and the Folkestone and Dover areas of Kent.

### **II.2.4) Description of the procurement**

Affinity Water has a requirement for Agency Recruitment Services including, permanent, fixed term, contractors, and agency temps for the Company. The PSL workstreams will be split into Lots.

Instructions to tenderers

Are you interested in tendering for this requirement?

If yes, register on our e-procurement portal In-tend (please see attached document). Note that if you do not register on the portal, you cannot be part of this tender process.

Send an email to [tenders@affinitywater.co.uk](mailto:tenders@affinitywater.co.uk) to confirm that you have registered on In-tend referencing 'C-03915 - Recruitment PSL Agreement 2022' in the title of the email.

If you are already registered on in-tend, please confirm your interest via email to [tenders@affinitywater.co.uk](mailto:tenders@affinitywater.co.uk) to confirm that you have registered on In-tend referencing 'C-03915 - Recruitment PSL Agreement 2022' in the title of the email.

If you do not follow the instructions above by the closing date of this [Gov.uk](#) notification, you may not be included in the procurement process. Pre-Qualification documents will not be issued until after the closing date of this [Gov.uk](#) notification and will only be sent to companies who have followed the above steps.

The closing date for the [Gov.uk](#) notification is Monday 4th July 12pm noon.

The PQQ document will be issued to tenderers on In-tend once the [Gov.uk](#) notification has closed.

The PQQ document will be available to view on In-tend from Tuesday 5th July 2022.

If you have any questions or queries, please submit correspondence via the In-tend procurement portal referencing 'C-03915 - Recruitment PSL Agreement 2022' in the title of the email.

### **II.2.5) Award criteria**

Price is not the only award criterion and all criteria are stated only in the procurement documents

### **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 Supplier and the Company may agree in writing to extend the term of the Agreement for further periods of one month up to the maximum of twenty four consecutive months.

### **II.2.10) Information about variants**

Variants will be accepted: Yes

### **II.2.11) Information about options**

Options: No

## **II.2) Description**

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

Lot No

8

### **II.2.2) Additional CPV code(s)**

- 79600000 - Recruitment services

### **II.2.3) Place of performance**

NUTS codes

- UKH - East of England

Main site or place of performance

Every day AW supply around 900 million litres of water to more than 3.6m people in parts of Bedfordshire, Berkshire, Buckinghamshire, Essex, Hertfordshire, Surrey, the London Boroughs of Harrow and Hillingdon and parts of the London Boroughs of Barnet, Brent, Ealing and Enfield. AW also supply water to the Tendring peninsula in Essex and the Folkestone and Dover areas of Kent.

### **II.2.4) Description of the procurement**

Affinity Water has a requirement for Agency Recruitment Services including, permanent, fixed term, contractors, and agency temps for the Company. The PSL workstreams will be split into Lots.

Instructions to tenderers

Are you interested in tendering for this requirement?

If yes, register on our e-procurement portal In-tend (please see attached document). Note that if you do not register on the portal, you cannot be part of this tender process.

Send an email to [tenders@affinitywater.co.uk](mailto:tenders@affinitywater.co.uk) to confirm that you have registered on In-tend referencing 'C-03915 - Recruitment PSL Agreement 2022' in the title of the email.

If you are already registered on in-tend, please confirm your interest via email to [tenders@affinitywater.co.uk](mailto:tenders@affinitywater.co.uk) to confirm that you have registered on In-tend referencing 'C-03915 - Recruitment PSL Agreement 2022' in the title of the email.

If you do not follow the instructions above by the closing date of this [Gov.uk](#) notification, you may not be included in the procurement process. Pre-Qualification documents will not be issued until after the closing date of this [Gov.uk](#) notification and will only be sent to companies who have followed the above steps.

The closing date for the [Gov.uk](#) notification is Monday 4th July 12pm noon.

The PQQ document will be issued to tenderers on In- tend once the [Gov.uk](#) notification has closed.

The PQQ document will be available to view on In-tend from Tuesday 5th July 2022.

If you have any questions or queries, please submit correspondence via the In-tend procurement portal referencing 'C-03915 - Recruitment PSL Agreement 2022' in the title of the email.

### **II.2.5) Award criteria**

Price is not the only award criterion and all criteria are stated only in the procurement documents

### **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 Supplier and the Company may agree in writing to extend the term of the Agreement for further periods of one month up to the maximum of twenty four consecutive months.

### **II.2.10) Information about variants**

Variants will be accepted: Yes

### **II.2.11) Information about options**

Options: No

## **II.2) Description**

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

Lot No

9

### **II.2.2) Additional CPV code(s)**

- 79600000 - Recruitment services

### **II.2.3) Place of performance**

NUTS codes

- UKH - East of England

Main site or place of performance

Every day AW supply around 900 million litres of water to more than 3.6m people in parts of Bedfordshire, Berkshire, Buckinghamshire, Essex, Hertfordshire, Surrey, the London Boroughs of Harrow and Hillingdon and parts of the London Boroughs of Barnet, Brent, Ealing and Enfield. AW also supply water to the Tendring peninsula in Essex and the Folkestone and Dover areas of Kent.

### **II.2.4) Description of the procurement**

Affinity Water has a requirement for Agency Recruitment Services including, permanent, fixed term, contractors, and agency temps for the Company. The PSL workstreams will be split into Lots.

Instructions to tenderers

Are you interested in tendering for this requirement?

If yes, register on our e-procurement portal In-tend (please see attached document). Note that if you do not register on the portal, you cannot be part of this tender process.

Send an email to [tenders@affinitywater.co.uk](mailto:tenders@affinitywater.co.uk) to confirm that you have registered on In-tend

referencing 'C-03915 - Recruitment PSL Agreement 2022' in the title of the email.

If you are already registered on in-tend, please confirm your interest via email to [tenders@affinitywater.co.uk](mailto:tenders@affinitywater.co.uk) to confirm that you have registered on In-tend referencing 'C-03915 - Recruitment PSL Agreement 2022' in the title of the email.

If you do not follow the instructions above by the closing date of this [Gov.uk](#) notification, you may not be included in the procurement process. Pre-Qualification documents will not be issued until after the closing date of this [Gov.uk](#) notification and will only be sent to companies who have followed the above steps.

The closing date for the [Gov.uk](#) notification is Monday 4th July 12pm noon.

The PQQ document will be issued to tenderers on In-tend once the [Gov.uk](#) notification has closed.

The PQQ document will be available to view on In-tend from Tuesday 5th July 2022.

If you have any questions or queries, please submit correspondence via the In-tend procurement portal referencing 'C-03915 - Recruitment PSL Agreement 2022' in the title of the email.

## **II.2.5) Award criteria**

Price is not the only award criterion and all criteria are stated only in the procurement documents

## **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

Supplier and the Company may agree in writing to extend the term of the Agreement for further periods of one month up to the maximum of twenty four consecutive months.

## **II.2.10) Information about variants**

Variants will be accepted: Yes

## **II.2.11) Information about options**

Options: No

## **II.2) Description**

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

Lot No

10

### **II.2.2) Additional CPV code(s)**

- 79600000 - Recruitment services

### **II.2.3) Place of performance**

NUTS codes

- UKH - East of England

Main site or place of performance

Every day AW supply around 900 million litres of water to more than 3.6m people in parts of Bedfordshire, Berkshire, Buckinghamshire, Essex, Hertfordshire, Surrey, the London Boroughs of Harrow and Hillingdon and parts of the London Boroughs of Barnet, Brent, Ealing and Enfield. AW also supply water to the Tendring peninsula in Essex and the Folkestone and Dover areas of Kent.

### **II.2.4) Description of the procurement**

Affinity Water has a requirement for Agency Recruitment Services including, permanent, fixed term, contractors, and agency temps for the Company. The PSL workstreams will be split into Lots.

Instructions to tenderers

Are you interested in tendering for this requirement?

If yes, register on our e-procurement portal In-tend (please see attached document). Note

that if you do not register on the portal, you cannot be part of this tender process.

Send an email to [tenders@affinitywater.co.uk](mailto:tenders@affinitywater.co.uk) to confirm that you have registered on In-tend referencing 'C-03915 - Recruitment PSL Agreement 2022' in the title of the email.

If you are already registered on in-tend, please confirm your interest via email to [tenders@affinitywater.co.uk](mailto:tenders@affinitywater.co.uk) to confirm that you have registered on In-tend referencing 'C-03915 - Recruitment PSL Agreement 2022' in the title of the email.

If you do not follow the instructions above by the closing date of this [Gov.uk](#) notification, you may not be included in the procurement process. Pre-Qualification documents will not be issued until after the closing date of this [Gov.uk](#) notification and will only be sent to companies who have followed the above steps.

The closing date for the [Gov.uk](#) notification is Monday 4th July 12pm noon.

The PQQ document will be issued to tenderers on In-tend once the [Gov.uk](#) notification has closed.

The PQQ document will be available to view on In-tend from Tuesday 5th July 2022.

If you have any questions or queries, please submit correspondence via the In-tend procurement portal referencing 'C-03915 - Recruitment PSL Agreement 2022' in the title of the email.

## **II.2.5) Award criteria**

Price is not the only award criterion and all criteria are stated only in the procurement documents

## **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 Supplier and the Company may agree in writing to extend the term of the Agreement for



further periods of one month up to the maximum of twenty four consecutive months.

### **II.2.10) Information about variants**

Variants will be accepted: Yes

### **II.2.11) Information about options**

Options: No

## **II.2) Description**

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

Lot No

11

### **II.2.2) Additional CPV code(s)**

- 79600000 - Recruitment services

### **II.2.3) Place of performance**

NUTS codes

- UKH - East of England

Main site or place of performance

Every day AW supply around 900 million litres of water to more than 3.6m people in parts of Bedfordshire, Berkshire, Buckinghamshire, Essex, Hertfordshire, Surrey, the London Boroughs of Harrow and Hillingdon and parts of the London Boroughs of Barnet, Brent, Ealing and Enfield. AW also supply water to the Tendring peninsula in Essex and the Folkestone and Dover areas of Kent.

### **II.2.4) Description of the procurement**

Affinity Water has a requirement for Agency Recruitment Services including, permanent, fixed term, contractors, and agency temps for the Company. The PSL workstreams will be split into Lots.

Instructions to tenderers

Are you interested in tendering for this requirement?

If yes, register on our e-procurement portal In-tend (please see attached document). Note that if you do not register on the portal, you cannot be part of this tender process.

Send an email to [tenders@affinitywater.co.uk](mailto:tenders@affinitywater.co.uk) to confirm that you have registered on In-tend referencing 'C-03915 - Recruitment PSL Agreement 2022' in the title of the email.

If you are already registered on in-tend, please confirm your interest via email to [tenders@affinitywater.co.uk](mailto:tenders@affinitywater.co.uk) to confirm that you have registered on In-tend referencing 'C-03915 - Recruitment PSL Agreement 2022' in the title of the email.

If you do not follow the instructions above by the closing date of this [Gov.uk](#) notification, you may not be included in the procurement process. Pre-Qualification documents will not be issued until after the closing date of this [Gov.uk](#) notification and will only be sent to companies who have followed the above steps.

The closing date for the [Gov.uk](#) notification is Monday 4th July 12pm noon.

The PQQ document will be issued to tenderers on In- tend once the [Gov.uk](#) notification has closed.

The PQQ document will be available to view on In-tend from Tuesday 5th July 2022.

If you have any questions or queries, please submit correspondence via the In-tend procurement portal referencing 'C-03915 - Recruitment PSL Agreement 2022' in the title of the email.

## **II.2.5) Award criteria**

Price is not the only award criterion and all criteria are stated only in the procurement documents

## **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 Supplier and the Company may agree in writing to extend the term of the Agreement for further periods of one month up to the maximum of twenty four consecutive months.

### **II.2.10) Information about variants**

Variants will be accepted: Yes

### **II.2.11) Information about options**

Options: No

---

## **Section IV. Procedure**

### **IV.1) Description**

#### **IV.1.1) Type of procedure**

Negotiated procedure with prior call for competition

#### **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

4 July 2022

Local time

12:00pm

#### **IV.2.3) Estimated date of dispatch of invitations to tender or to participate to selected candidates**

5 July 2022

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

English

---

## **Section VI. Complementary information**

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

This is a recurrent procurement: No

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

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

Affinity Water Limited

Hatfield

AL10 9EZ

Country

United Kingdom