

This is a published notice on the Find a Tender service: <https://www.find-tender.service.gov.uk/Notice/017227-2021>

Tender

## **HR Advisory Services**

Cumbria, Northumberland, Tyne & Wear NHS Foundation Trust

F02: Contract notice

Notice identifier: 2021/S 000-017227

Procurement identifier (OCID): ocds-h6vhtk-02cab9

Published 21 July 2021, 2:51pm

### **Section I: Contracting authority**

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

Cumbria, Northumberland, Tyne & Wear NHS Foundation Trust

St Nicholas Hospital, Jubilee Road

Newcastle Upon Tyne

NE3 3XT

#### **Contact**

Mr Gavin Thompson

#### **Email**

[procurement@ntw.nhs.uk](mailto:procurement@ntw.nhs.uk)

#### **Country**

United Kingdom

## **NUTS code**

UKC - North East (England)

## **Internet address(es)**

Main address

<http://www.cntw.nhs.uk>

Buyer's address

<http://www.cntw.nhs.uk>

## **I.3) Communication**

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

<https://procontract.due-north.com/Advert/Index?advertId=fd9612c9-27ea-eb11-810d-005056b64545>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<https://procontract.due-north.com/Advert/Index?advertId=fd9612c9-27ea-eb11-810d-005056b64545>

## **I.4) Type of the contracting authority**

Body governed by public law

## **I.5) Main activity**

Health

---

## **Section II: Object**

### **II.1) Scope of the procurement**

#### **II.1.1) Title**

HR Advisory Services

Reference number

DN558079

#### **II.1.2) Main CPV code**

- 79630000 - Personnel services except placement and supply services
  - AA01 - Metal

#### **II.1.3) Type of contract**

Services

#### **II.1.4) Short description**

Cumbria, Northumberland, Tyne and Wear NHS Foundation Trust is looking for an all-encompassing service from a single supplier to provide a HR Advisory Service to the organisation.

The primary aim of the HR Advisory Service is to provide employment relations advice and support to line managers across the Trust.

The Service Provider will provide advice on the handling of employment relations issues including but not limited to grievances, disciplinary, capability and sickness absence matters as well as advice on policies, inclusive of legal advice up to but not including response to an ET1 i.e. ET3, COT1 or Settlement Agreement. The HR Advisory Service will include the management of Early Conciliation notifications received from ACAS. The Trust will ensure that Service Provider will receive copies of any forms received and thereafter act as the first point of contact and will liaise with the Deputy Director of Workforce and OD to agree the management of each case.

The Service Provider will provide advice based on current employment law, good people management practice and the Trust's policies and terms and conditions.

For full details please refer to the tender documents which can be obtained by 'expressing an interest' in this opportunity

### **II.1.6) Information about lots**

This contract is divided into lots: No

## **II.2) Description**

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

- 79111000 - Legal advisory services

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

NUTS codes

- UKC - North East (England)

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

See Tender Documentation for details

### **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

36

This contract is subject to renewal

Yes

Description of renewals

2 x 12 Month Extensions

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

Variants will be accepted: No

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

Options: No

### **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

26 August 2021

Local time

12:00pm

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

English

#### **IV.2.7) Conditions for opening of tenders**

Date

26 August 2021

Local time

12:00pm

---

## **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**

Cumbria, Northumberland, Tyne and Wear NHS Foundation Trust

Newcastle upon Tyne

Country

United Kingdom