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Tender

Overseas Workers - Employer of Record

University of Portsmouth

F01: Prior information notice

Call for competition

Notice identifier: 2024/S 000-019695

Procurement identifier (OCID): ocids-h6vhtk-047311

Published 27 June 2024, 3:06pm

Section I: Contracting authority

I.1) Name and addresses

University of Portsmouth

University House, Winston Churchill Avenue

Portsmouth

PO12UP

Contact

Procurement Team

Email

procurement@port.ac.uk

Telephone

+44 2392848484

Country

United Kingdom

Region code

UKJ31 - Portsmouth

Justification for not providing organisation identifier

Not on any register

Internet address(es)

Main address

www.port.ac.uk

Buyer's address

<https://in-tendhost.co.uk/port.aspx/Home>

I.3) Communication

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

<https://in-tendhost.co.uk/port.aspx/Home>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<https://in-tendhost.co.uk/port.aspx/Home>

Electronic communication requires the use of tools and devices that are not generally available. Unrestricted and full direct access to these tools and devices is possible, free of charge, at

<https://in-tendhost.co.uk/port.aspx/Home>

I.4) Type of the contracting authority

Body governed by public law

I.5) Main activity

Education

Section II: Object

II.1) Scope of the procurement

II.1.1) Title

Overseas Workers - Employer of Record

Reference number

23/GH/098

II.1.2) Main CPV code

- 79211110 - Payroll management services

II.1.3) Type of contract

Services

II.1.4) Short description

This is a PIN Call for Competition.

The University of Portsmouth's Global Strategy is to become a truly global institution by extending our presence, reach and impact around the world. In order to achieve the University's strategy there will be times where work outside of the UK is required.

The University currently have individuals working in a range of countries globally. Depending on the work being undertaken they are engaged to the University in a variety of different ways. We currently have approximately 20 overseas workers, though this number fluctuates.

The University is now looking to streamline our process of employing overseas workers and are interested in pursuing contracting with a third party who would act as an 'Employer of Record' on behalf of the University.

We would like to gather expressions of interest, via a Call for Competition PIN notice, to enable the University to engage an 'Employer of Record' to work with the University and support the achievement of our Global Strategy.

To Express an Interest in this project please register for free on the University of Portsmouth In-Tend webpage and express an interest in this project. Please find the weblink for our webpage below:

<https://in-tendhost.co.uk/port/>

Please note - The tender documents will only become available after this PIN notice expires.

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.3) Place of performance

NUTS codes

- UKJ31 - Portsmouth

II.2.4) Description of the procurement

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This is intended to be awarded on a two year, plus two one year extensions. Taking the total possible length to four years total.

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

48

Section IV. Procedure

IV.1) Description

IV.1.1) Type of procedure

Restricted procedure

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 expressions of interest

Date

2 August 2024

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

English

Section VI. Complementary information

VI.4) Procedures for review

VI.4.1) Review body

University of Portsmouth

Portsmouth

Country

United Kingdom