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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](mailto:procurement@port.ac.uk)

#### **Telephone**

+44 2392848484

#### **Country**



Education

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## **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

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## **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

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## **Section VI. Complementary information**

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

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

University of Portsmouth

Portsmouth

Country

United Kingdom