This is a published notice on the Find a Tender service: <a href="https://www.find-tender.service.gov.uk/Notice/021938-2024">https://www.find-tender.service.gov.uk/Notice/021938-2024</a>

Tender

# **Recruitment Agency Provision**

Solihull College and University Centre

F02: Contract notice

Notice identifier: 2024/S 000-021938

Procurement identifier (OCID): ocds-h6vhtk-047df5

Published 16 July 2024, 9:14pm

# **Section I: Contracting authority**

## I.1) Name and addresses

Solihull College and University Centre

Blossomfield Road

Solihull

B91 1SB

Contact

Anna Manns

**Email** 

procurement@solihull.ac.uk

Country

**United Kingdom** 

**NUTS** code

UKG3 - West Midlands

Internet address(es)

Main address

https://www.solihull.ac.uk/

Buyer's address

https://www.solihull.ac.uk/about-us/supplying-to-solihull-college/

## I.3) Communication

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

https://www.in-tendhost.co.uk/educationportal/aspx/Home

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

https://www.in-tendhost.co.uk/educationportal/aspx/Home

Tenders or requests to participate must be submitted to the above-mentioned address

## 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

Recruitment Agency Provision

Reference number

HRAG\_0224

#### II.1.2) Main CPV code

• 79600000 - Recruitment services

#### II.1.3) Type of contract

Services

#### II.1.4) Short description

The College wishes to establish its own 'framework' of 'appointed' recruitment agencies to call off from when a vacancy arises. Please see the Guidance document for further information.

#### II.1.5) Estimated total value

Value excluding VAT: £5,000,000

#### 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

Office and Managerial

Lot No

Lot 1: Office and Managerial

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

• 79600000 - Recruitment services

#### II.2.3) Place of performance

**NUTS** codes

• UKG3 - West Midlands

Main site or place of performance

Framework will service recruitment requirements at all three campuses - Blossomfield (B91 1SB), Woodlands (B36 0NF) and Stratford Upon Avon (CV37 9QR).

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

The College now wishes to establish its own 'framework' of 'appointed' recruitment agencies to call off from when a vacancy arises. This will cover all temporary, temporary to permanent, permanent and interim contract personnel. Please see the Guidance document and Specification for further details.

#### II.2.5) Award criteria

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

### II.2.6) Estimated value

Value excluding VAT: £5,000,000

#### II.2.7) Duration of the contract, framework agreement or dynamic purchasing system

Start date

1 October 2024

End date

31 July 2025

This contract is subject to renewal

Yes

Description of renewals

There will be four options to extend from 31.07.25 in 12-month increments (or as agreed) subject to College strategy, agency fulfilment performance and mutual agreement.

#### 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

#### II.2.14) Additional information

Please register on <a href="https://www.in-tendhost.co.uk/educationportal/aspx/Home">https://www.in-tendhost.co.uk/educationportal/aspx/Home</a> to gain access to all tender documents and apply. The tender guidance includes details of an opportunity to engage with the HR team in an open forum at 9.30am on 25.07.24 via Teams. Please see the Guidance for further details.

## II.2) Description

#### II.2.1) Title

Academic and Technical

Lot No

Lot 2: Academic and Technical

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

• 79600000 - Recruitment services

#### II.2.3) Place of performance

**NUTS** codes

• UKG3 - West Midlands

Main site or place of performance

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# Section III. Legal, economic, financial and technical information

## III.1) Conditions for participation

# III.1.1) Suitability to pursue the professional activity, including requirements relating to enrolment on professional or trade registers

List and brief description of conditions

Please see the Guidance document and Tender Questionnaire for mandatory requirements to Tender

#### III.1.2) Economic and financial standing

Selection criteria as stated in the procurement documents

#### III.1.3) Technical and professional ability

Selection criteria as stated in the procurement documents

## III.2) Conditions related to the contract

#### III.2.2) Contract performance conditions

Please see the Guidance document for further information.

# Section IV. Procedure

## **IV.1) Description**

#### IV.1.1) Type of procedure

Open procedure

#### IV.1.3) Information about a framework agreement or a dynamic purchasing system

The procurement involves the establishment of a framework agreement

Framework agreement with a single operator

In the case of framework agreements, provide justification for any duration exceeding 4 years:

1 additional year and subject to annual reviews / refresh

#### 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

23 August 2024

Local time

12:00pm

#### 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: 1 January 2025

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

Date

23 August 2024

Local time

12:00pm

Place

Via secure In-Tend site, opened remotely by two members of the College Finance team in accordance with College Financial Regulations

# **Section VI. Complementary information**

## VI.1) Information about recurrence

This is a recurrent procurement: Yes

Estimated timing for further notices to be published: Annually

## VI.2) Information about electronic workflows

Electronic invoicing will be accepted

Electronic payment will be used

# VI.3) Additional information

Please register on <a href="https://www.in-tendhost.co.uk/educationportal/aspx/HomePlease">https://www.in-tendhost.co.uk/educationportal/aspx/HomePlease</a> see the Guidance document for an opportunity to meet with the HR team on 25.07.24 via Teams

## VI.4) Procedures for review

#### VI.4.1) Review body

Solihull College and University Centre

Blossomfield Road

Solihull

**B91 1SB** 

Email
procurement@solihull.ac.uk
Country
United Kingdom
Internet address
https://www.solihull.ac.uk/
VI.4.3) Review procedure
Precise information on deadline(s) for review procedures
Please see the Guidance for details of the standstill process to be followed
VI.4.4) Service from which information about the review procedure may be obtained
As above
Solihull
Country
United Kingdom