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Tender

HBC0724 Framework for additional temporary staff agencies for street scene staff

Hertsmere Borough Council

F02: Contract notice

Notice identifier: 2024/S 000-022082

Procurement identifier (OCID): ocds-h6vhtk-047e24

Published 17 July 2024, 3:33pm

Section I: Contracting authority

I.1) Name and addresses

Hertsmere Borough Council

Elstree Way

Borehamwood

WD6 1WA

Contact

Procurement

Email

Kirsten.brown@hertsmere.gov.uk

Telephone

+44 2082072277

Country

United Kingdom

NUTS code

UKH23 - Hertfordshire

Internet address(es)

Main address

www.hertsmere.gov.uk

I.3) Communication

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

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

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

I.4) Type of the contracting authority

Regional or local authority

I.5) Main activity

General public services

Section II: Object

II.1) Scope of the procurement

II.1.1) Title

HBC0724 Framework for additional temporary staff agencies for street scene staff

Reference number

HC277

II.1.2) Main CPV code

- 79620000 - Supply services of personnel including temporary staff

II.1.3) Type of contract

Services

II.1.4) Short description

Hertsmere Borough Council is currently out to procurement for The provision of temporary staff for street sceneThe Contract requires the provision of Drivers and operatives for the refuse and recycling function and the street scene functions of the council. The council is looking to add additional agencies to it's current contractors for these job roles. These job roles work out of the Councils Depot in Potters Bar This procurement is an/a open process. Organisations wishing to take part in this project are invited to 'express an interest' and also 'opt in' which will give access to the full procurement documents in the e-tendering system.To be considered as a Tenderer you must complete and submit a Tender by the deadline of noon on 16th August 2024Please allow sufficient time to make your return, as Tender submissions cannot be uploaded and submitted after this return deadline. Please ensure that where possible documents are uploaded as a PDF and that file names are succi

II.1.5) Estimated total value

Value excluding VAT: £900,000

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

Drivers

Lot No

12

II.2.2) Additional CPV code(s)

- 79620000 - Supply services of personnel including temporary staff

II.2.3) Place of performance

NUTS codes

- UKH23 - Hertfordshire

II.2.4) Description of the procurement

Earlier in 2023 Hertsmeire Borough Council (hereinafter referred to as the Council) set up a series of framework agreements for the supply of agency staff. However this did not result in enough agencies being successful for the lots required for the street scene departments, therefore we are seeking further agencies to supply for these lots. The council is looking to work with agencies with a good record of supplying quality temporary staff to the job roles/ specialisms and has processes in place to attract staff who will be predominantly working from the council's depots. Lot No. Number of Framework Contractors envisaged 12. Street Scene Drivers 6 (3 already appointed) 13. Street Scene Non Drivers 6 (3 already appointed) Bids will be accepted for one, or both Lots. Annual expenditure on temporary staff for these lots is approx. £1m pa however we have appointed 3 agencies following our earlier competition, and the call off from these lots is ranked order, what we are now looking for is to fill ranks 4 onward. This framework will co terminus with the earlier one at the end of October 2027.

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

Start date

1 October 2024

End date

31 October 2027

This contract is subject to renewal

No

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) Description

II.2.1) Title

operatives

Lot No

13

II.2.2) Additional CPV code(s)

- 79620000 - Supply services of personnel including temporary staff

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NUTS codes

- UKH23 - Hertfordshire

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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

As stated in the procurement documents

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

as stated in the procurement documents

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 several operators

Envisaged maximum number of participants to the framework agreement: 3

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

n/a

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

16 August 2024

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

16 August 2024

Local time

12:00pm

Place

Online

Section VI. Complementary information

VI.1) Information about recurrence

This is a recurrent procurement: No

VI.3) Additional information

Hertsmere Borough Council reserves the right to cancel the procurement and not to proceed with the long term contracts at any stage of the procurement process. Hertsmere Borough Council also reserves the right not to award a contract. Neither Hertsmere Borough Council nor any person on whose behalf of whom this procurement is undertaken is to be liable for any costs incurred by those expressing an interest or tendering for these contracts. The Council reserves the right to carry out additional financial checks on all companies tendering for this Contract at any time during the procurement process, to ensure that they continue to meet the Council's requirements and remain financially viable to perform the Contract. To access this procurement opportunity please [visit www.supplyhertfordshire.uk](http://www.supplyhertfordshire.uk) and follow the on-screen guidance. Any clarifications regarding this opportunity must be raised through the Correspondence area in the eTendering system. If you are experiencing problems with the eTendering system, In-Tend offer a help section which includes a dedicated UK Support Desk which can be contacted via email: support@in-tend.com or telephone +441144070065 for any website /technical questions, Monday to Friday 8:30 - 17:30. The Council undertakes to hold confidential any information provided in the proposal submitted, subject to the Council's obligations under the law, including the Freedom of Information Act 2000. If the potential supplier considers that any of the information submitted in the proposal should not be disclosed because of its commercial sensitivity or for reasons of confidentiality, then this should be stated with the reason for considering it sensitive. The Council will then endeavour to consult with the potential supplier about such commercially sensitive or confidential information when considering any request received under the Freedom of Information Act 2000 before replying to such a request, but the decision of the Council in deciding whether

an exemption applies is final. Please note the deadline for return and allow sufficient time to make your return as late returns will not be permitted.

VI.4) Procedures for review

VI.4.1) Review body

High Court

London

Country

United Kingdom

VI.4.3) Review procedure

Precise information on deadline(s) for review procedures

Precise information on deadline(s) for lodging appeals: The Contracting Authority will incorporate a minimum 10 calendar day (when using electronic means) standstill period at the point information on the award of the Framework Agreement is communicated to tenderers. This period allows unsuccessful tenderers to challenge the decision to award a Framework Agreement before a contract is executed/signed (as appropriate). The Public Contracts Regulations 2015 ('Regulations') provide for aggrieved parties who have been harmed or at risk of harm by a breach of the rules to take action in the High Court (England, Wales and Northern Ireland). Any such action must be brought promptly and within the time limits as defined in the above regulations. Where a Framework Agreement has not been entered into the court may order the setting aside of the award decision or order the contracting authority to amend any document and may award damages. If the Framework agreement has been entered into the court has the options to award damages and/or to shorten or order the Framework Agreement ineffective.