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Tender

HR Resourcing RFFP

Satellite Applications Catapult

F02: Contract notice

Notice identifier: 2021/S 000-022921

Procurement identifier (OCID): ocds-h6vhtk-02d3bf

Published 15 September 2021, 12:35pm

Section I: Contracting authority

I.1) Name and addresses

Satellite Applications Catapult

Electron Building, Fermi Avenue, Harwell

Didcot

OX11 0QR

Email

james.morrison@sa.catapult.org.uk

Telephone

+44 1235567977

Country

United Kingdom

NUTS code

UK - United Kingdom

Internet address(es)

Main address

<https://sa.catapult.org.uk>

Buyer's address

https://www.mytenders.co.uk/search/Search_AuthProfile.aspx?ID=AA42845

I.2) Information about joint procurement

The contract is awarded by a central purchasing body

I.3) Communication

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

www.mytenders.co.uk

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

www.mytenders.co.uk

I.4) Type of the contracting authority

Other type

RDO

I.5) Main activity

Other activity

Space Technology

Section II: Object

II.1) Scope of the procurement

II.1.1) Title

HR Resourcing RFFP

Reference number

RFFP-FY-22-11

II.1.2) Main CPV code

- 79600000 - Recruitment services

II.1.3) Type of contract

Services

II.1.4) Short description

The purpose of this RFFP is to assist the Catapult in establishing a Recruitment Services Framework by appointing a number of professional, reliable recruitment agencies to meet their ongoing recruitment requirements.

II.1.5) Estimated total value

Value excluding VAT: £11,020,000

II.1.6) Information about lots

This contract is divided into lots: Yes

Tenders may be submitted for maximum number of lots

7

II.2) Description

II.2.1) Title

Information Technology

Lot No

2

II.2.2) Additional CPV code(s)

- 79600000 - Recruitment services
- 72000000 - IT services: consulting, software development, Internet and support

II.2.3) Place of performance

NUTS codes

- UKJ14 - Oxfordshire

Main site or place of performance

Electron Building, Fermi Avenue,

Harwell Oxford, Didcot, Oxfordshire, OX11 0QR, UK

II.2.4) Description of the procurement

Typical vacancies within the IT Team may include but not be limited to:

- Network Engineer
- Infrastructure Engineer
- Software Engineer
- IT Special Project Engineer
- Technical Consultant

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

24

This contract is subject to renewal

Yes

Description of renewals

The duration of this Framework Agreement shall be for an initial period of two (2) years with the option, at the sole discretion of the Catapult and subject to satisfactory performance of suppliers, to extend the Framework Agreement duration on two further occasions for up to twelve (12) months each time, giving a total potential framework duration of four (4) years.

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

Professional Services

Lot No

3

II.2.2) Additional CPV code(s)

- 79600000 - Recruitment services
- 79000000 - Business services: law, marketing, consulting, recruitment, printing and security

II.2.3) Place of performance

NUTS codes

- UKJ14 - Oxfordshire

Main site or place of performance

Electron Building, Fermi Avenue,
Harwell Oxford, Didcot, Oxfordshire, OX11 0QR, UK

II.2.4) Description of the procurement

The Professional Services team consists of the following Sections:

- Administration
- Finance
- Procurement & Commercial
- Human Resources
- Report & Impact Evaluation
- Facilities Management
- Legal

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

24

This contract is subject to renewal

Yes

Description of renewals

The duration of this Framework Agreement shall be for an initial period of two (2) years with the option, at the sole discretion of the Catapult and subject to satisfactory performance of suppliers, to extend the Framework Agreement duration on two further occasions for up to twelve (12) months each time, giving a total potential framework duration of four (4) years.

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

Marketing & Communications

Lot No

4

II.2.2) Additional CPV code(s)

- 79600000 - Recruitment services
- 79000000 - Business services: law, marketing, consulting, recruitment, printing and security

II.2.3) Place of performance

NUTS codes

- UKJ14 - Oxfordshire

Main site or place of performance

Electron Building, Fermi Avenue,

Harwell Oxford, Didcot, Oxfordshire, OX11 0QR, UK

II.2.4) Description of the procurement

Typical vacancies within the Marketing & Communications Team may include but not be limited to:

- Project Communication Managers
- Marketing Managers

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

24

This contract is subject to renewal

Yes

Description of renewals

The duration of this Framework Agreement shall be for an initial period of two (2) years with the option, at the sole discretion of the Catapult and subject to satisfactory performance of suppliers, to extend the Framework Agreement duration on two further occasions for up to twelve (12) months each time, giving a total potential framework duration of four (4) years.

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

Business Development and Commercial

Lot No

5

II.2.2) Additional CPV code(s)

- 79600000 - Recruitment services
- 73000000 - Research and development services and related consultancy services

II.2.3) Place of performance

NUTS codes

- UKJ14 - Oxfordshire

Main site or place of performance

Electron Building, Fermi Avenue,

Harwell Oxford, Didcot, Oxfordshire, OX11 0QR, UK

II.2.4) Description of the procurement

Typical vacancies within the Business Development and Commercial may include but not be limited to:

- Business Development & Funding Managers
- Strategy Managers & Analysts
- Knowledge Management
- Business Analysts
- Research & Development Managers
- Technical Bid Personnel

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

24

This contract is subject to renewal

Yes

Description of renewals

The duration of this Framework Agreement shall be for an initial period of two (2) years with the option, at the sole discretion of the Catapult and subject to satisfactory performance of suppliers, to extend the Framework Agreement duration on two further occasions for up to twelve (12) months each time, giving a total potential framework duration of four (4) years.

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

Connectivity

Lot No

6

II.2.2) Additional CPV code(s)

- 79600000 - Recruitment services
- 32000000 - Radio, television, communication, telecommunication and related equipment

II.2.3) Place of performance

NUTS codes

- UKJ14 - Oxfordshire

Main site or place of performance

Electron Building, Fermi Avenue,

Harwell Oxford, Didcot, Oxfordshire, OX11 0QR, UK

II.2.4) Description of the procurement

Typical vacancies within the Connectivity function may include but not be limited to:

- Satellite Systems Engineer
- Communications System Engineer
- Software Engineer
- Linux Engineer

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

24

This contract is subject to renewal

Yes

Description of renewals

The duration of this Framework Agreement shall be for an initial period of two (2) years with the option, at the sole discretion of the Catapult and subject to satisfactory performance of suppliers, to extend the Framework Agreement duration on two further occasions for up to twelve (12) months each time, giving a total potential framework duration of four (4) years.

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

Technology (CTO) function

Lot No

7

II.2.2) Additional CPV code(s)

- 79600000 - Recruitment services
- 31000000 - Electrical machinery, apparatus, equipment and consumables; lighting

II.2.3) Place of performance

NUTS codes

- UKJ14 - Oxfordshire

Main site or place of performance

Electron Building, Fermi Avenue,

Harwell Oxford, Didcot, Oxfordshire, OX11 0QR, UK

II.2.4) Description of the procurement

Typical vacancies within the Technology function may include but not be limited to:

- Test Engineers (Mechanical and Electrical)

- Technical Engineers
- Technicians (Mechanical and Electrical)

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

24

This contract is subject to renewal

Yes

Description of renewals

The duration of this Framework Agreement shall be for an initial period of two (2) years with the option, at the sole discretion of the Catapult and subject to satisfactory performance of suppliers, to extend the Framework Agreement duration on two further occasions for up to twelve (12) months each time, giving a total potential framework duration of four (4) years.

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

Specialist / niche skills

Lot No

1

II.2.2) Additional CPV code(s)

- 79600000 - Recruitment services
- 75000000 - Administration, defence and social security services

II.2.3) Place of performance

NUTS codes

- UKJ14 - Oxfordshire

Main site or place of performance

Electron Building, Fermi Avenue,

Harwell Oxford, Didcot, Oxfordshire, OX11 0QR, UK

II.2.4) Description of the procurement

SA Catapult is an innovation organisation and to meet the demands of our various projects we need some niche skills, such as (not limited to the following roles)

- Space Mission Analysts
- Space Segment Lead
- Robotics engineer
- Solutions Architect
- Earth Observation Specialist

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

24

This contract is subject to renewal

Yes

Description of renewals

The duration of this Framework Agreement shall be for an initial period of two (2) years with the option, at the sole discretion of the Catapult and subject to satisfactory performance of suppliers, to extend the Framework Agreement duration on two further occasions for up to twelve (12) months each time, giving a total potential framework duration of four (4) years.

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 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

Must have the appropriate licenses and accreditations associated with the RFFP.

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

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: 15

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.2.1) Previous publication concerning this procedure

Notice number: [2021/S 000-019536](#)

IV.2.2) Time limit for receipt of tenders or requests to participate

Date

18 October 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

19 October 2021

Local time

9:00am

Section VI. Complementary information

VI.1) Information about recurrence

This is a recurrent procurement: No

VI.3) Additional information

NOTE: To register your interest in this notice and obtain any additional information please visit the myTenders Web Site at

https://www.mytenders.co.uk/Search/Search_Switch.aspx?ID=223893.

The buyer has indicated that it will accept electronic responses to this notice via the Postbox facility. A user guide is available at

https://www.mytenders.co.uk/sitehelp/help_guides.aspx.

Suppliers are advised to allow adequate time for uploading documents and to dispatch the electronic response well in advance of the closing time to avoid any last minute problems.

(MT Ref:223893)

VI.4) Procedures for review

VI.4.1) Review body

Public Procurement Review Service

Cabinet Office

London

Email

publicprocurementreview@cabinetoffice.gov.uk

Telephone

+44 3450103503

Country

United Kingdom

Internet address

<https://www.gov.uk/government/publications/public-procurement-review-service-scope-and-remit>