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Tender

T23-072CRO Provision of Employment Agency Services

Derry City and Strabane District Council

F02: Contract notice

Notice identifier: 2023/S 000-023557

Procurement identifier (OCID): ocds-h6vhtk-03ef0b

Published 11 August 2023, 12:29pm

Section I: Contracting authority

I.1) Name and addresses

Derry City and Strabane District Council

Council Offices, 98 Strand Road

Derry

BT48 7NN

Email

tenders@derrystrabane.com

Country

United Kingdom

Region code

UK - United Kingdom

Internet address(es)

Main address

<https://etendersni.gov.uk/epps>

Buyer's address

<https://etendersni.gov.uk/epps>

I.3) Communication

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

<https://etendersni.gov.uk/epps>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<https://etendersni.gov.uk/epps>

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

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://etendersni.gov.uk/epps>

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

T23-072CRO Provision of Employment Agency Services

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

Derry City and Strabane District Council invites tenders for the provision of Employment Agency Services for periods of short term cover. It is intended that the tender will cover the full range of administrative, clerical, technical, professional and manual posts within Council. The appointed agency/agencies will only be engaged for short term provision of services to further support and supplement Councils recruitment activity. The Council will appoint up to three preferred suppliers at the lowest cost to Council who will be required to provide a suitable agency worker within 3 working days of the requirement having been notified to the agency. This contract will take effect from the commencement date and remain in force for one year with the option of two further one-year extensions to give a total 3-year contract. The contract will be reviewed after 12 months. The commencement date will be no later than Autumn 2023. Please refer to the CfT documents for further detail.

II.1.5) Estimated total value

Value excluding VAT: £1,200,000

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description**II.2.2) Additional CPV code(s)**

- 79600000 - Recruitment services

II.2.3) Place of performance

NUTS codes

- UKN0A - Derry City and Strabane

II.2.4) Description of the procurement

Derry City and Strabane District Council invites tenders for the provision of Employment

Agency Services for periods of short term cover. It is intended that the tender will cover the full range of administrative, clerical, technical, professional and manual posts within Council. The appointed agency/agencies will only be engaged for short term provision of services to further support and supplement Councils recruitment activity. The Council will appoint up to three preferred suppliers at the lowest cost to Council who will be required to provide a suitable agency worker within 3 working days of the requirement having been notified to the agency. This contract will take effect from the commencement date and remain in force for one year with the option of two further one-year extensions to give a total 3-year contract. The contract will be reviewed after 12 months. The commencement date will be no later than Autumn 2023. Please refer to the CfT documents for further detail.

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: £1,200,000

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

Duration in months

36

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

Section III. Legal, economic, financial and technical information

III.1) Conditions for participation

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.2.3) Information about staff responsible for the performance of the contract

Obligation to indicate the names and professional qualifications of the staff assigned to performing the contract

Section IV. Procedure

IV.1) Description

IV.1.1) Type of procedure

Open procedure

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

25 September 2023

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: 23 March 2024

IV.2.7) Conditions for opening of tenders

Date

25 September 2023

Local time

12:30pm

Section VI. Complementary information

VI.1) Information about recurrence

This is a recurrent procurement: No

VI.2) Information about electronic workflows

Electronic invoicing will be accepted

Electronic payment will be used

VI.4) Procedures for review

VI.4.1) Review body

High Courts of Justice NI

Belfast

Country

United Kingdom

VI.4.2) Body responsible for mediation procedures

High Courts of Justice NI

Belfast

Country

United Kingdom

VI.4.4) Service from which information about the review procedure may be obtained

High Courts of Justice NI

Belfast

Country

United Kingdom

