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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): ocids-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](mailto: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

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## **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

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## **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

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## **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

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## **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

