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Tender

## **South Cambridgeshire District Council - Agency Staff 2021**

South Cambridgeshire District Council  
Cambridge City Council  
Huntingdonshire District Council

F02: Contract notice

Notice identifier: 2021/S 000-025087

Procurement identifier (OCID): ocids-h6vhtk-02e96d

Published 7 October 2021, 4:26pm

### **Section I: Contracting authority**

#### **I.1) Name and addresses**

South Cambridgeshire District Council

South Cambridgeshire Hall, Cambourne Business Park

Cambourne

CB23 6EA

#### **Contact**

Carla Coakley

#### **Email**

[Carla.Coakley@scambs.gov.uk](mailto:Carla.Coakley@scambs.gov.uk)

#### **Telephone**

+44 1223713624

**Country**

United Kingdom

**NUTS code**

UK - United Kingdom

**Internet address(es)**

Main address

<https://procontract.due-north.com/Advert/Index?advertId=6c37da50-6e27-ec11-810e-005056b64545>

Buyer's address

<https://procontract.due-north.com/Advert/Index?advertId=6c37da50-6e27-ec11-810e-005056b64545>

**I.1) Name and addresses**

Cambridge City Council

Cambridge

**Email**

[jane.whiteman-turl@cambridge.gov.uk](mailto:jane.whiteman-turl@cambridge.gov.uk)

**Country**

United Kingdom

**NUTS code**

UK - United Kingdom

**Internet address(es)**

Main address

<http://www.cambridge.gov.uk>

**I.1) Name and addresses**

Huntingdonshire District Council

Huntingdon

**Email**

[sarah.youthed@huntingdonshire.gov.uk](mailto:sarah.youthed@huntingdonshire.gov.uk)

**Country**

United Kingdom

**NUTS code**

UKH12 - Cambridgeshire CC

**Internet address(es)**

Main address

<https://www.scambs.gov.uk>

**I.2) Information about joint procurement**

The contract involves joint procurement

**I.3) Communication**

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

<https://procontract.due-north.com/Advert/Index?advertId=6c37da50-6e27-ec11-810e-005056b64545>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<https://procontract.due-north.com/Advert/Index?advertId=6c37da50-6e27-ec11-810e-005056b64545>

**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**

South Cambridgeshire District Council - Agency Staff 2021

Reference number

DN574718

#### **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**

South Cambridgeshire District Council (SCDC) are looking for suitably qualified and experienced Agencies to provide temporary agency staff to SCDC.

SCDC are therefore establishing an Agency Staff Framework Contract (The Contract), comprising of a number of categories and it is envisaged that a number of Agencies will be appointed to each category. Agencies will be invited to bid via the Public Contract Regulations 2015 open tender procedure to create an compliant Framework contract. The final contract will be a separate call off contract from the created Agency Staff Framework Contract between each agency and the Council.

Whilst The Contract is a contract between the Agencies and SCDC, The Contract will also be open for Huntingdonshire District Council (HDC) Cambridge City Council (CCC), East Cambridgeshire District Council (ECDC) and Fenland District Council (FDC) to use at their discretion. Please note that CCC, HDC and SCDC are working in strategic partnership to share a number of Council services.

#### **II.1.5) Estimated total value**

Value excluding VAT: £8,000,000

### **II.1.6) Information about lots**

This contract is divided into lots: Yes

Tenders may be submitted for all lots

The contracting authority reserves the right to award contracts combining the following lots or groups of lots:

Bidders may bid for 1 or more lots and the council reserves the right to award multiple lots to bidders using the scoring and evaluation matrix from the tender documents.

## **II.2) Description**

### **II.2.1) Title**

Housing and Property

Lot No

1

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

- 79600000 - Recruitment services

### **II.2.3) Place of performance**

NUTS codes

- UKH12 - Cambridgeshire CC

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

Housing and Property

Category

- Housing Strategy Services
- Advice and Homelessness
- Housing Services Officers

- Facilities
- Sheltered Housing Officers
- Maintenance and Surveyors

#### **II.2.5) Award criteria**

Quality criterion - Name: Quality / Weighting: 60

Price - Weighting: 40

#### **II.2.6) Estimated value**

Value excluding VAT: £291,176

#### **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

2 years with option to extend for a further 2 years

#### **II.2.10) Information about variants**

Variants will be accepted: No

#### **II.2.11) Information about options**

Options: Yes

Description of options

2 years

#### **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**

Health and Environmental Service Specialists

Lot No

2

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

- 79600000 - Recruitment services

### **II.2.3) Place of performance**

NUTS codes

- UKH12 - Cambridgeshire CC

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

Health and Environmental Service Specialists

Category

- Environmental Health Officers
- Waste and Recycling
- Licencing
- Grounds Maintenance

### **II.2.5) Award criteria**

Quality criterion - Name: Quality / Weighting: 60

Price - Weighting: 40

### **II.2.6) Estimated value**

Value excluding VAT: £581,464

### **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

2 years with the option to extend for a further 2 years

### **II.2.10) Information about variants**

Variants will be accepted: No

### **II.2.11) Information about options**

Options: Yes

Description of options

2 years

### **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**

Health and Environmental Service Drivers and Refuse Collection Staff

Lot No

3

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

- 79600000 - Recruitment services

### **II.2.3) Place of performance**



NUTS codes

- UKH12 - Cambridgeshire CC

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

Health and Environmental Service Drivers and Refuse Collection Staff

- Waste and Recycling Operatives
- LGV Drivers

#### **II.2.5) Award criteria**

Quality criterion - Name: Quality / Weighting: 60

Price - Weighting: 40

#### **II.2.6) Estimated value**

Value excluding VAT: £1,215,104

#### **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

2 years with the option to extend for a further 2 years

#### **II.2.10) Information about variants**

Variants will be accepted: No

#### **II.2.11) Information about options**

Options: Yes

Description of options

2 years

### **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**

Planning

Lot No

4

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

- 79600000 - Recruitment services

### **II.2.3) Place of performance**

NUTS codes

- UKH12 - Cambridgeshire CC

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

Planning

Category

- Building Control
- Planners
- Including; Historical Buildings and Urban Design

### **II.2.5) Award criteria**

Quality criterion - Name: Quality / Weighting: 60

Price - Weighting: 40

### **II.2.6) Estimated value**

Value excluding VAT: £4,704,424

### **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

2 years with the option to extend a further 2 years

### **II.2.10) Information about variants**

Variants will be accepted: No

### **II.2.11) Information about options**

Options: Yes

Description of options

2 years

### **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**

General up to £30k (the equivalent salary)

Lot No

5

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

- 79600000 - Recruitment services

### **II.2.3) Place of performance**

NUTS codes

- UKH12 - Cambridgeshire CC

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

General up to £30k (the equivalent salary)

Category

- HR, Finance and Office Support
- Communications
- Electoral Services
- Leisure Services
- All other services

### **II.2.5) Award criteria**

Quality criterion - Name: Quality / Weighting: 60

Price - Weighting: 40

### **II.2.6) Estimated value**

Value excluding VAT: £2,135,780

### **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

2 years with the option to extend and further 2 years

#### **II.2.10) Information about variants**

Variants will be accepted: No

#### **II.2.11) Information about options**

Options: Yes

Description of options

2 years

#### **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**

General up to £30k Plus (the equivalent salary)

Lot No

6

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

- 79600000 - Recruitment services

#### **II.2.3) Place of performance**

NUTS codes

- UKH12 - Cambridgeshire CC

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

General up to £30k Plus (the equivalent salary)

- HR, Finance and Office Support

- Communications
- Electoral Services
- Leisure Services

All other services

#### **II.2.5) Award criteria**

Quality criterion - Name: Quality / Weighting: 60

Price - Weighting: 40

#### **II.2.6) Estimated value**

Value excluding VAT: £1,222,988

#### **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

2 years with the option to extend a further 2 years

#### **II.2.10) Information about variants**

Variants will be accepted: No

#### **II.2.11) Information about options**

Options: Yes

Description of options

2 years

#### **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**

Revenues and Benefits

Lot No

7

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

- 79600000 - Recruitment services

### **II.2.3) Place of performance**

NUTS codes

- UKH12 - Cambridgeshire CC

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

Revenues and Benefits

### **II.2.5) Award criteria**

Quality criterion - Name: Quality / Weighting: 60

Price - Weighting: 40

### **II.2.6) Estimated value**

Value excluding VAT: £951,800

### **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

2 years with the option to extend a further 2 years

#### **II.2.10) Information about variants**

Variants will be accepted: No

#### **II.2.11) Information about options**

Options: Yes

Description of options

2 years

#### **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 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

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

#### **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

8 November 2021

Local time

1:00pm

**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**

Duration in months: 3 (from the date stated for receipt of tender)

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

Date

8 November 2021

Local time

2:00pm

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## **Section VI. Complementary information**

### **VI.1) Information about recurrence**

This is a recurrent procurement: Yes

Estimated timing for further notices to be published: 4 years time

### **VI.4) Procedures for review**

#### **VI.4.1) Review body**

South Cambridgeshire District Council

Cambourne

Email

[Sean.Missin@scambs.gov.uk](mailto:Sean.Missin@scambs.gov.uk)

Country

United Kingdom