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Planning

## **PIN - Scottish Canals Recruitment Framework**

Scottish Canals

F01: Prior information notice

Prior information only

Notice identifier: 2022/S 000-027507

Procurement identifier (OCID): ocids-h6vhtk-0371e1

Published 30 September 2022, 2:06pm

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

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

Scottish Canals

CANAL HOUSE, APPLECROSS STREET

GLASGOW

G4 9SP

#### **Contact**

Paul Brady

#### **Email**

[paul.brady@scottishcanals.co.uk](mailto:paul.brady@scottishcanals.co.uk)

#### **Telephone**

+44 7976549226

#### **Fax**

+44 1413311688

**Country**

United Kingdom

**NUTS code**

UKM - Scotland

**Internet address(es)**

Main address

<http://www.scottishcanals.co.uk>

Buyer's address

[https://www.publiccontractsscotland.gov.uk/search/Search\\_AuthProfile.aspx?ID=AA13122](https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA13122)

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

The contract is awarded by a central purchasing body

**I.3) Communication**

Additional information can be obtained from the above-mentioned address

**I.4) Type of the contracting authority**

Body governed by public law

**I.5) Main activity**

General public services

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## **Section II: Object**

### **II.1) Scope of the procurement**

#### **II.1.1) Title**

PIN - Scottish Canals Recruitment Framework

Reference number

P22-0013

#### **II.1.2) Main CPV code**

- 79600000 - Recruitment services

#### **II.1.3) Type of contract**

Services

#### **II.1.4) Short description**

Scottish Canals will be issuing a tender in respect of establishing a framework for the provision of recruitment services for an initial 2 year period with an option to extend for up to a further 2 years.

Scottish Canals is the public organisation responsible for the management of 220 kilometres of inland waterways in the Highlands and Lowlands of Scotland.

This framework will include 9 lots each relating to a particular recruitment specialism with the intention to appoint 3 agencies ranked within each lot. Awards will be made based on supplier rank and availability within each lot as and when a recruitment requirement is established.

Suppliers may bid for all lots or on an individual lot basis.

The lots within this tender will be as listed in section II.1.6 of this notice.

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

Value excluding VAT: £1,300,000

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

This contract is divided into lots: Yes

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

Lot 1 - Retail & Hospitality

Lot 2 - ICT

Lot 3 - Graduate

Lot 4 - Marketing

Lot 5 - Finance

Lot 6 - Facilities & Estates

Lot 7 - Project Management

Lot 8 - Executive/Management

Lot 9 - Sports & Recreation

## **II.2) Description**

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

Retail and Hospitality

Lot No

1

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

- 79600000 - Recruitment services

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

NUTS codes

- UKM - Scotland

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

Example roles within this lot:

Retail and Hospitality Head Chef

Work alongside our dedicated Catering Team to manage the development and preparation of all offerings for the Visitor Centre, outdoor food outlets and events

Minimum Diploma in Professional Cookery

Full driving license

Minimum intermediate of Food Hygiene certification

Record of Head Chef management

Destinations Manager

Daily operations; ensure that procedural, quality, safety and environmental requirements are met

Budget management & commercial ability to meet forecast revenue targets across the business

Customer Service, Cash Handling, Stock Control

## **II.2) Description**

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

ICT

Lot No

2

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

- 79600000 - Recruitment services

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

NUTS codes

- UKM - Scotland

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

Example role within this lot:

ICT Senior Support Specialist

Provide 2nd and 3rd line technical support for PCs, peripherals, servers, data and communications infrastructure

Certified in Enterprise and/or networking technologies

certification in Service Management basics such as via the ITIL v3

## **II.2) Description**

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

Graduate

Lot No

3

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

- 79600000 - Recruitment services

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

NUTS codes

- UKM - Scotland

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

Example roles within this lot:

Graduate Business Intern

Support the Director of People, Safety and Governance and the wider team on a range of administrative and project work

Graduate Construction Project Manager

Administrative and graduate level PM support to the Regeneration

and Development Team to achieve delivery of Scottish Canals Business Plan objectives.

## **II.2) Description**

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

Marketing

Lot No

4

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

- 79600000 - Recruitment services

**II.2.3) Place of performance**

NUTS codes

- UKM - Scotland

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

Example role within this lot:

Communications Manager

Deliver the marketing strategy which supports Scottish Canals' corporate objectives and strategic vision, utilising a full range of marketing tools to effectively reach agreed target audiences and budgets. Reinforce SC's brand footprint and proactively promote and protect SC's reputation. Successfully deliver this strategy through marketing and communication professionals.

**II.2) Description**

**II.2.1) Title**

Finance

Lot No

5

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

- 79600000 - Recruitment services

**II.2.3) Place of performance**

NUTS codes

- UKM - Scotland

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

Example roles within this lot:

Finance Senior Capital and Project Accountant

Advising stakeholders on the accounting and budgetary treatment of future projects and those underway, managing the accurate accounting of the project life cycle and stage gate reporting from project inception to asset management.

- Own and develop accounting policy and treatment around the classification and valuation of assets including with a third party funded component.

CCAB qualified accountant

Comprehensive knowledge of IFRS and/or FReM reporting

Finance Manager

Supports the Head of Finance in effectively leading the Financial Transactions team.

## **II.2) Description**

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

Facilities and Estates

Lot No

6

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

- 79600000 - Recruitment services

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

NUTS codes

- UKM - Scotland

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

Example role within this lot:

Estates Surveyor

Asset Management

Property Maintenance

Project Works

## **II.2) Description**

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

Project Management

Lot No

7

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

- 79600000 - Recruitment services

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

NUTS codes

- UKM - Scotland

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

Example roles within this lot include:

Sustainability Co-ordinator

Support the creation and promotion of SC activities and tools aimed at the achievement of key sustainability improvements and will also contribute to project management activities across the SC Estate.

Senior Programme Manager

The running of the Programme Management Office within SC and will lead on the effective co-ordination of Scottish Canals programme management reviewing their inter-dependencies including oversight of any risks and issues arising. It also includes the co-ordination of new programmes including the management of funding applications, securing project management resource and third-party stakeholder availability.

Graduate Construction Project Manager

Administrative and graduate level PM support to the Regeneration and Development Team to achieve delivery of Scottish Canals Business Plan objectives

## **II.2) Description**

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

Executive/Management

Lot No

8

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

- 79600000 - Recruitment services

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

NUTS codes

- UKM - Scotland

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

Example roles within this lot:

Executive / Management Head of People, Safety and Governance

You will lead the delivery of policy and governance, responsible for providing core services and advice to the Board and Chief Executive relating to Policy, Governance, change management, Health and Safety, including risk management, the operation of the Audit and Risk Committee and corporate reporting requirements.

Communications Manager

Deliver the marketing strategy which supports Scottish Canals' corporate objectives and strategic vision, utilising a full range of marketing tools to effectively reach agreed target audiences and budgets. Reinforce SC's brand footprint and proactively promote and protect SC's reputation. Successfully deliver this strategy through marketing and communication professionals.

## **II.2) Description**

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

Sports & Recreation

Lot No

9

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

- 79600000 - Recruitment services

**II.2.3) Place of performance**

NUTS codes

- UKM - Scotland

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

Example role within this lot:

Activity and Development Manager

Play an active role as a member of the Destinations Development team to identify opportunities in the Activities Sector, developing them alongside our destinations, and working with third party operators along the canal.

**II.3) Estimated date of publication of contract notice**

30 November 2022

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**Section IV. Procedure**

**IV.1) Description**

**IV.1.8) Information about the Government Procurement Agreement (GPA)**

The procurement is covered by the Government Procurement Agreement: Yes

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## **Section VI. Complementary information**

### **VI.3) Additional information**

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

[https://www.publiccontractsscotland.gov.uk/Search/Search\\_Switch.aspx?ID=708132](https://www.publiccontractsscotland.gov.uk/Search/Search_Switch.aspx?ID=708132).

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