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Contract

## **CO02454 Pre-Employment Checks - Vetting Services**

Essex County Council

F03: Contract award notice

Notice identifier: 2022/S 000-027521

Procurement identifier (OCID): ocds-h6vhtk-035081

Published 30 September 2022, 2:27pm

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

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

Essex County Council

County Hall, Market Road

Chelmsford

CM1 1QH

#### **Contact**

Mr Andrew Beaver

#### **Email**

[Andrew.beaver@essex.gov.uk](mailto:Andrew.beaver@essex.gov.uk)

#### **Country**

United Kingdom

#### **Region code**

UKH3 - Essex

**Internet address(es)**

Main address

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

Buyer's address

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

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

The contract is awarded by a central purchasing body

**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**

CO02454 Pre-Employment Checks - Vetting Services

Reference number

DN616419

**II.1.2) Main CPV code**

- 79900000 - Miscellaneous business and business-related services

**II.1.3) Type of contract**

Services

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

Essex County Council (ECC) Employment Vetting Service currently processes Disclosure & Barring Service (DBS) and other employments checks for internal staff, and also to External Customer Organisations across the UK. The current split of checks is approx. 30% internal to 70% external.

ECC is seeking to replace its current service provision with a service that will offer a range of checks including the current checks and any potential new checks that the bidder may offer.

Our longer-term aim is to become an eRB broker.

We would be seeking a provider to offer a system for checks with ECC remaining as the counter signatory for DBS

The ECC eDBS Service has a current e-Bulk contract with an external provider which is due to come to an end in November 2022. On average last year we completed 37,500 checks with an expectation to increase this by 36% throughout 2022 and continue to increase. The checks completed were made up of 23,100 DBS checks and 14,400 other pre-employment checks.

The new contract will be expected to ensure continuity for the eDBS Service element and its existing customers.

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

This contract is divided into lots: No

#### **II.1.7) Total value of the procurement (excluding VAT)**

Value excluding VAT: £900,000

### **II.2) Description**

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

NUTS codes

- UKH3 - Essex

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

The system shall be candidate driven with minimal manual intervention by ECC. This shall

include technology which enhances customer experience to ensure we are at the forefront of

service provision such as facial recognition for Right to Work purposes.

The preference is for a cloud-based service with minimal impact on ECC's infrastructure.

The system will need to be available on-line 24/7 and accessible via mobile / smart devices.

ECC branding of the version of the providers system to be used by ECC applicants. (The ECC

brand book will be provided in the tender pack)

The system will be fully functional in line with our requirements and have the proven ability to

integrate into other line of business systems such as our ATS

Functionality to capture data from the existing eDBS provider and retain all data pertaining to each DBS disclosure application and all other employment checks

The ability to interface with ECC's resourcing and finance systems. The capability to raise charging information and to inform invoicing and accounting systems. The provision of regular and ad-hoc billing and activity reporting which is further outlined in the requirements

spreadsheet.

The interface(s) between the e-Bulk system and the DBS must be approved by the DBS to

link in with the DBS system.

It is envisaged that the Authority may invite the top three rated bidders following evaluation

to present to key stakeholders.

The e-Bulk provider's system will be able to deliver fully, to the ECC disclosures

database,

data entered during the disclosure application process and the resulting outcome from the DBS check.

The system will also provide access via self-service to our customers to make all other employment checks including DBS

The system shall be flexible in order to accommodate any increase in the number of checks

per annum, including on-boarding large customers and any other changes. Successful implementation of the service is dependent on the system being fully functional, robust and

able to accept and store the volumes of applications and subsequent outcomes to be received via the eBulk interface and additional customers checks.

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

Quality criterion - Name: Quality / Weighting: 55

Quality criterion - Name: Social Value / Weighting: 5

Price - Weighting: 40

#### **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 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.2.1) Previous publication concerning this procedure**

Notice number: [2022/S 000-018904](#)

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## **Section V. Award of contract**

### **Title**

CO02454 Pre-Employment Checks - Vetting Services

A contract/lot is awarded: Yes

### **V.2) Award of contract**

#### **V.2.1) Date of conclusion of the contract**

30 September 2022

#### **V.2.2) Information about tenders**

Number of tenders received: 5

Number of tenders received from SMEs: 4

Number of tenders received by electronic means: 5

The contract has been awarded to a group of economic operators: No

#### **V.2.3) Name and address of the contractor**

COMPLETE BACKGROUND SCREENING LTD

The Screening House, Cwm Cynon Business Park

Mountain Ash

CF45 4ER

Email

[rachelb@cbscreening.co.uk](mailto:rachelb@cbscreening.co.uk)

Telephone

+44 01443799900

Country

United Kingdom

NUTS code

- UKH3 - Essex

The contractor is an SME

Yes

**V.2.4) Information on value of contract/lot (excluding VAT)**

Initial estimated total value of the contract/lot: £900,000

Total value of the contract/lot: £900,000

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## **Section VI. Complementary information**

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

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

High Court, Royal Courts of Justice

London

WC2A 2LL

Country

United Kingdom