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Tender

Executive Search and Resourcing Services

Nottingham Trent University (NTU)

F02: Contract notice

Notice identifier: 2022/S 000-030436

Procurement identifier (OCID): ocds-h6vhtk-037d04

Published 28 October 2022, 8:07am

Section I: Contracting authority

I.1) Name and addresses

Nottingham Trent University (NTU)

50 Shakespeare Street

Nottingham

NG1 4FQ

Contact

Dean Scaife

Email

dean.scaife@ntu.ac.uk

Telephone

+44 1158482921

Country

United Kingdom

Region code

UKF14 - Nottingham

National registration number

GB 277 951625

Internet address(es)

Main address

<https://www.ntu.ac.uk/>

Buyer's address

<https://uk.eu-supply.com/ctm/Company/CompanyInformation/Index/128806>

I.3) Communication

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

https://uk.eu-supply.com/app/rfq/rwlenrance_s.asp?PID=54419&B=NTU

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

https://uk.eu-supply.com/app/rfq/rwlenrance_s.asp?PID=54419&B=NTU

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://uk.eu-supply.com/app/rfq/rwlenrance_s.asp?PID=54419&B=NTU

I.4) Type of the contracting authority

Body governed by public law

I.5) Main activity

Education

Section II: Object

II.1) Scope of the procurement

II.1.1) Title

Executive Search and Resourcing Services

Reference number

NTU/22/2202/DS

II.1.2) Main CPV code

- 79600000 - Recruitment services

II.1.3) Type of contract

Services

II.1.4) Short description

The University has a commitment to protect its staff and property. Emphasis is therefore placed on the character and background of individuals. The Supplier shall ensure candidates are fully screened before their details are provided to the University as potential candidates to ensure no conflicts of interests and/or disqualifications, where relevant.

The Supplier shall confirm in writing that all necessary pre-employment checks have been made prior to placement. For example, and not limited to eligibility to work in the UK, disclosure of criminal convictions, professional registration where this is an essential requirement of the job role.

II.1.5) Estimated total value

Value excluding VAT: £833,333.33

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

- UKF14 - Nottingham

II.2.4) Description of the procurement

The University has a commitment to protect its staff and property. Emphasis is therefore placed on the character and background of individuals. The Supplier shall ensure candidates are fully screened before their details are provided to the University as potential candidates to ensure no conflicts of interests and/or disqualifications, where relevant.

The Supplier shall confirm in writing that all necessary pre-employment checks have been made prior to placement. For example, and not limited to eligibility to work in the UK, disclosure of criminal convictions, professional registration where this is an essential requirement of the job role.

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: £833,333.33

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

Duration in months

48

This contract is subject to renewal

Yes

Description of renewals

2 + 1 + 1 year

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

II.2.14) Additional information

Expression of Interest Deadline: 28th November 2022

Clarification Deadline: 28th November 2022

Tender Return Deadline: 2nd December 2022

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

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

Envisaged maximum number of participants to the framework agreement: 5

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

2 December 2022

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: 2 February 2023

IV.2.7) Conditions for opening of tenders

Date

2 December 2022

Local time

12:00pm

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

VI.4) Procedures for review

VI.4.1) Review body

Royal Courts of Justice

Strand

London

WC2A 2LL

Country

United Kingdom

VI.4.2) Body responsible for mediation procedures

The Royal Courts of Justice

Strand

London

WC2A 2LL

Country

United Kingdom

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

Royal Courts of Justice

Strand

London

WC2A 2LL

Country

United Kingdom