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Tender

## **22-56 Student Employment Services**

University of Wolverhampton

F02: Contract notice

Notice identifier: 2022/S 000-031008

Procurement identifier (OCID): ocids-h6vhtk-037e89

Published 2 November 2022, 5:17pm

The closing date and time has been changed to:

**14 December 2022, 1:00pm**

See the [change notice](#).

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

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

University of Wolverhampton

MX Building, Camp Street

Wolverhampton

WV1 1AD

#### **Email**

[procurement@wlv.ac.uk](mailto:procurement@wlv.ac.uk)

#### **Telephone**

+44 1902321000

**Country**

United Kingdom

**Region code**

UKG - West Midlands (England)

**Internet address(es)**

Main address

[www.wlv.ac.uk](http://www.wlv.ac.uk)

Buyer's address

<https://wlv.bravosolution.co.uk/>

**I.3) Communication**

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

<https://wlv.bravosolution.co.uk/>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<https://wlv.bravosolution.co.uk/>

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://wlv.bravosolution.co.uk/>

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

Body governed by public law

## **I.5) Main activity**

Education

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## **Section II: Object**

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

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

22-56 Student Employment Services

Reference number

22-56

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

- 79631000 - Personnel and payroll services

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

Services

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

Employment services for University of Wolverhampton Students and Graduates placed within the University of Wolverhampton.

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

This contract is divided into lots: No

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

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

NUTS codes

- UKG - West Midlands (England)

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

The aim of the contract is to provide a reliable and high standard employment service for University of Wolverhampton students for paid employment specifically within the University of Wolverhampton. It is expected that students will be selected by University selection panels and job description, duration of the contract and salary grading will be determined by the University. The Contractor must pay all Students and Graduates via their own payroll service.

The term of the Contract shall be for a period of 12 months commencing 1st February 2023 with an optional extension of up to an additional 12 months.

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

Price is not the only award criterion and all criteria are stated only in the procurement documents

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

Start date

1 February 2023

End date

31 January 2024

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

## **II.2.14) Additional information**

In order to allow this Contract to be used for potential Funded projects we are notifying all tenderers that some works might be subject to part funding by, for example, the European Structural and Investment Funds Growth Programme for England (ESIF), European Regional Development Fund. (ERDF) or any other European Union Funded Programme, or other Funding Body e.g. Local Enterprise Partnership

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## **Section III. Legal, economic, financial and technical information**

### **III.1) Conditions for participation**

#### **III.1.1) Suitability to pursue the professional activity, including requirements relating to enrolment on professional or trade registers**

List and brief description of conditions

As stated in the procurement documents

#### **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.2.2) Contract performance conditions**

KPI's to be agreed with contractor

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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**

Originally published as:

Date

2 December 2022

Local time

1:00pm

Changed to:

Date

14 December 2022

Local time

1:00pm

See the [change notice](#).

#### **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

2 December 2022

Local time

1:00pm

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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: Depending on internal decisions with regards the project.

### **VI.2) Information about electronic workflows**

Electronic ordering will be used

Electronic invoicing will be accepted

Electronic payment will be used

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

All correspondence must be via <https://wlv.bravosolution.co.uk/>

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

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

University of Wolverhampton

Wolverhampton

WV1 1AD

Country

United Kingdom