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Tender

WHC - Agency Staff.

Welwyn Hatfield Borough Council

F02: Contract notice

Notice identifier: 2024/S 000-031153

Procurement identifier (OCID): ocds-h6vhtk-04a415

Published 30 September 2024, 11:38am

Section I: Contracting authority

I.1) Name and addresses

Welwyn Hatfield Borough Council

The Campus

Welwyn Garden City

AL8 6AE

Contact

Procurement

Email

a.harper@welhat.gov.uk

Telephone

+44 1707357371

Country

United Kingdom

NUTS code

UKH23 - Hertfordshire

Internet address(es)

Main address

www.welhat.gov.uk

I.3) Communication

Access to the procurement documents is restricted. Further information can be obtained at

<https://in-tendhost.co.uk/supplyhertfordshire/asp/Tenders/Current>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<https://in-tendhost.co.uk/supplyhertfordshire/asp/Tenders/Current>

Tenders or requests to participate must be submitted to the above-mentioned address

I.4) Type of the contracting authority

Regional or local authority

I.5) Main activity

General public services

Section II: Object

II.1) Scope of the procurement

II.1.1) Title

WHC - Agency Staff.

Reference number

C1110

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

Welwyn Hatfield Borough Council in seeking to appoint Agencies to provide temporary staff. The contracts are being offered in 3 Lots:i) Lot 1 - General staffingii) Lot 2 - Environmental Health staffiii) Lot 3 - Property Services staff (predominately housing) Bidders may apply for one, some or all of the Lots. The contracts will commence on 1st July 2025 and will last for a period of three years with a possible one year further extensionBetween 5 and 7 bidders will be shortlisted for each Lot. The method of selection will be the highest scorers for section 8, assuming all other pass / fail criteria is met.

II.1.5) Estimated total value

Value excluding VAT: £6,800,000

II.1.6) Information about lots

This contract is divided into lots: Yes

Tenders may be submitted for all lots

II.2) Description

II.2.1) Title

General Staffing

Lot No

1

II.2.2) Additional CPV code(s)

- 79620000 - Supply services of personnel including temporary staff

II.2.3) Place of performance

NUTS codes

- UKH2 - Bedfordshire and Hertfordshire

II.2.4) Description of the procurement

General Temporary Staff

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: £3,200,000

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

Start date

1 July 2025

End date

30 June 2028

This contract is subject to renewal

Yes

Description of renewals

Optional one year extension

II.2.9) Information about the limits on the number of candidates to be invited

Envisaged minimum number: 5

Maximum number: 7

Objective criteria for choosing the limited number of candidates:

As set out in the SQ

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) Description

II.2.1) Title

Environmental Health Staff

Lot No

2

II.2.2) Additional CPV code(s)

- 79620000 - Supply services of personnel including temporary staff

II.2.3) Place of performance

NUTS codes

- UKH23 - Hertfordshire

II.2.4) Description of the procurement

Environmental Health Staff

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: £3,600,000

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

Start date

1 July 2025

End date

30 June 2028

This contract is subject to renewal

Yes

Description of renewals

Optional one year extension

II.2.9) Information about the limits on the number of candidates to be invited

Envisaged minimum number: 5

Maximum number: 7

Objective criteria for choosing the limited number of candidates:

As described in the SQ

II.2.10) Information about variants

Variants will be accepted: Yes

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) Description

II.2.1) Title

Property Service Staff

Lot No

3

II.2.2) Additional CPV code(s)

- 79620000 - Supply services of personnel including temporary staff

II.2.3) Place of performance

NUTS codes

- UKH23 - Hertfordshire

II.2.4) Description of the procurement

Property Services staff (predominately housing)

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: £1,800,000

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

Start date

1 July 2025

End date

30 June 2028

This contract is subject to renewal

Yes

Description of renewals

Optional one year extension

II.2.9) Information about the limits on the number of candidates to be invited

Envisaged minimum number: 5

Maximum number: 7

Objective criteria for choosing the limited number of candidates:

As detailed in the SQ

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

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 detailed in the selection questionnaire

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.2.1) Information about a particular profession

Execution of the service is reserved to a particular profession

III.2.3) Information about staff responsible for the performance of the contract

Obligation to indicate the names and professional qualifications of the staff assigned to performing the contract

Section IV. Procedure

IV.1) Description

IV.1.1) Type of procedure

Restricted 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: 3

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

Not applicable

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

The procurement is covered by the Government Procurement Agreement: No

IV.2) Administrative information

IV.2.2) Time limit for receipt of tenders or requests to participate

Date

31 October 2024

Local time

12:00pm

IV.2.3) Estimated date of dispatch of invitations to tender or to participate to selected candidates

2 December 2024

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)

Section VI. Complementary information

VI.1) Information about recurrence

This is a recurrent procurement: Yes

VI.2) Information about electronic workflows

Electronic ordering will be used

Electronic invoicing will be accepted

Electronic payment will be used

VI.4) Procedures for review

VI.4.1) Review body

Institute of Arbitrators

London

Country

United Kingdom