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Tender

Direct Payment Employment Support Service

Sunderland City Council

F02: Contract notice

Notice identifier: 2022/S 000-032005

Procurement identifier (OCID): ocds-h6vhtk-038398

Published 11 November 2022, 12:16pm

Section I: Contracting authority

I.1) Name and addresses

Sunderland City Council

City Hall, Plater Way

Sunderland

SR1 3AD

Contact

Mrs Michelle Soppitt

Email

michelle.soppitt@sunderland.gov.uk

Telephone

+44 1915612368

Country

United Kingdom

Region code

UKC23 - Sunderland

Internet address(es)

Main address

<http://www.sunderland.gov.uk/>

Buyer's address

<http://www.sunderland.gov.uk/>

I.2) Information about joint procurement

The contract is awarded by a central purchasing body

I.3) Communication

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

<https://www.nepo.org/>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<https://www.nepo.org/>

I.4) Type of the contracting authority

Regional or local authority

I.5) Main activity

Other activity

Social Care

Section II: Object

II.1) Scope of the procurement

II.1.1) Title

Direct Payment Employment Support Service

Reference number

DN642390

II.1.2) Main CPV code

- 79211110 - Payroll management services

II.1.3) Type of contract

Services

II.1.4) Short description

Sunderland City Council and Together for Children (TfC) are seeking to award a contract for the provision of a Direct Payment Employment Support Service.

Services will include:

- Direct Payments Employment Support Service – This service will support Clients with the recruitment and selection of Personal Assistants and provide on-going employment support.
- Payroll Support Service – This service will process timesheets and produce payslips on behalf of the employer to ensure the employer is aware of their obligations when paying their employees.

II.1.5) Estimated total value

Value excluding VAT: £526,500

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.2) Additional CPV code(s)

- 79211110 - Payroll management services
- 85300000 - Social work and related services

II.2.3) Place of performance

NUTS codes

- UKC23 - Sunderland

II.2.4) Description of the procurement

Sunderland City Council and Together for Children (TfC) are seeking to award a contract for the provision of a Direct Payment Employment Support Service.

Services will include:

- Direct Payments Employment Support Service – This service will support Clients with the recruitment and selection of Personal Assistants and provide on-going employment support.
- Payroll Support Service – This service will process timesheets and produce payslips on behalf of the employer to ensure the employer is aware of their obligations when paying their employees.

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

Duration in months

60

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

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

Date

7 December 2022

Local time

12:00pm

IV.2.4) Languages in which tenders or requests to participate may be submitted

English

IV.2.7) Conditions for opening of tenders

Date

7 December 2022

Local time

12:00pm

Place

City hall, Sunderland City Council

Information about authorised persons and opening procedure

Council Member and Business Support Officer

Section VI. Complementary information

VI.1) Information about recurrence

This is a recurrent procurement: Yes

VI.4) Procedures for review

VI.4.1) Review body

Sunderland City Council

Sunderland

Country

United Kingdom

Internet address

<http://www.sunderland.gov.uk/>