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Tender

3S_22 Strategic HR Services

ESPO

F02: Contract notice

Notice identifier: 2021/S 000-032195

Procurement identifier (OCID): ocds-h6vhtk-03053a

Published 23 December 2021, 11:58am

Section I: Contracting authority

I.1) Name and addresses

ESPO

Barnsdale Way, Grove Park, Enderby

Leicester

LE19 1ES

Contact

Corporate Solutions Procurement Team

Email

tenders@espo.org

Telephone

+44 7584145387

Country

United Kingdom

NUTS code

UKF21 - Leicester

Internet address(es)

Main address

<http://www.espo.org/>

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.eastmidstenders.org/>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

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

I.4) Type of the contracting authority

Regional or local authority

I.5) Main activity

Other activity

Local Authority Services

Section II: Object

II.1) Scope of the procurement

II.1.1) Title

3S_22 Strategic HR Services

Reference number

3S_22 (ProContract internal Ref. DN551183)

II.1.2) Main CPV code

- 79600000 - Recruitment services

II.1.3) Type of contract

Services

II.1.4) Short description

In this present instance, ESPO is undertaking a procurement process to identify and appoint a number of service providers to provide strategic HR services.

To reflect the different types of strategic HR services required, the framework will offer customers a wide range of recruitment and HR services, to include:

- Lot 1 - Executive and Managerial Interim Recruitment
- Lot 2 - Executive and Managerial Permanent Recruitment
- Lot 3 - Temporary Recruitment (sub £45k)
- Lot 4 - Permanent Recruitment (sub £45k)
- Lot 5 - Assessment and Testing Services
- Lot 6 - Outplacement and Career Transition Services
- Lot 7 - HR Business Process Outsourcing

Tenderers are invited to bid for one, several or all of the lots as they wish, and should be clear what lots they are bidding for in their tender document.

The framework requires service providers to supply throughout all regions of the United Kingdom.

To tender: (a) Go to www.eastmidstenders.org, (b) Register (c) Search for tender opportunity '3S_22' d) Express an interest (e) Download the tender from the website (documents can be found in the first question of the Online Questionnaire).

II.1.5) Estimated total value

Value excluding VAT: £1,000,000,000

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

Lot 1 - Executive and Managerial Interim Recruitment

Lot No

1

II.2.2) Additional CPV code(s)

- 79610000 - Placement services of personnel
- 79620000 - Supply services of personnel including temporary staff

II.2.3) Place of performance

NUTS codes

- UK - United Kingdom

II.2.4) Description of the procurement

The main aim of this Lot of the framework is to allow Customers access to a quality assured resource of senior, managerial and experienced Workers on a temporary basis, to help deliver business or service delivery continuity to a function affected by either temporary or permanent job vacancies, or the emergence of a strategic project, as an alternative to using a consultant.

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: £490,000,000

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

Start date

4 July 2022

End date

3 July 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: Yes

Description of options

The framework agreement has the option to extend for up to a further 24 months. The total estimated value stated in Section II.1.5 includes the option period.

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

This lot will also contain several sub-lots, to break down the requirement;

- o Lot 1a - Admin, HR & Business Support
- o Lot 1b - Blue Light & Emergency Services
- o Lot 1c - Commercial (Finance, Procurement & Legal)
- o Lot 1d - Education
- o Lot 1e - Health & Social Care
- o Lot 1f - IT, Digital, Media & Marketing

II.2) Description

II.2.1) Title

Lot 2 - Executive and Managerial Permanent Recruitment

Lot No

2

II.2.2) Additional CPV code(s)

- 79610000 - Placement services of personnel
- 79620000 - Supply services of personnel including temporary staff

II.2.3) Place of performance

NUTS codes

- UK - United Kingdom

II.2.4) Description of the procurement

The main aim of this Lot is to allow Customers access to a quality assured resource of senior, managerial and experienced level staff on a permanent basis, as an alternative to using an interim or consultant under the scope of Lot 1.

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: £90,000,000

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

Start date

4 July 2022

End date

3 July 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: Yes

Description of options

The framework agreement has the option to extend for up to a further 24 months. The total estimated value stated in Section II.1.5 includes the option period.

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

This lot will also contain several sub-lots, to break down the requirement;

- o Lot 2a - Admin, HR & Business Support

- o Lot 2b - Blue Light & Emergency Services

- o Lot 2c - Commercial (Finance, Procurement & Legal)

- o Lot 2d - Education
- o Lot 2e - Health & Social Care
- o Lot 2f - IT, Digital, Media & Marketing

II.2) Description

II.2.1) Title

Lot 3 - Temporary Recruitment (£45k)

Lot No

3

II.2.2) Additional CPV code(s)

- 79610000 - Placement services of personnel
- 79620000 - Supply services of personnel including temporary staff

II.2.3) Place of performance

NUTS codes

- UK - United Kingdom

II.2.4) Description of the procurement

The main aim of this Lot of the framework is to allow Customers access to a quality assured resource of generalist staff on a temporary basis across a number of types of 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: £160,000,000

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

Start date

4 July 2022

End date

3 July 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: Yes

Description of options

The framework agreement has the option to extend for up to a further 24 months. The total estimated value stated in Section II.1.5 includes the option period.

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

This lot is designed for ad-hoc or irregular temporary staffing requirements, and is not intended to allow for long term temporary staffing solutions (Master/Neutral Vendors), which are covered by our MSTAR3 agreement.

II.2) Description

II.2.1) Title

Lot 4 - Permanent Recruitment (£45k)

Lot No

4

II.2.2) Additional CPV code(s)

- 79610000 - Placement services of personnel
- 79620000 - Supply services of personnel including temporary staff
- 79630000 - Personnel services except placement and supply services

II.2.3) Place of performance

NUTS codes

- UK - United Kingdom

II.2.4) Description of the procurement

The main aim of this Lot is to allow Customers access to a quality assured resource of generalist staff on a permanent basis across a number of types of role, as an alternative to using a Temporary Worker under the scope of Lot 3.

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: £20,000,000

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

Start date

4 July 2022

End date

3 July 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: Yes

Description of options

The framework agreement has the option to extend for up to a further 24 months. The total estimated value stated in Section II.1.5 includes the option period.

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

Lot 5 - Assessment & Testing Services

Lot No

5

II.2.2) Additional CPV code(s)

- 79630000 - Personnel services except placement and supply services
- 79631000 - Personnel and payroll services
- 79632000 - Personnel-training services
- 79633000 - Staff development services
- 79634000 - Career guidance services
- 79635000 - Assessment centre services for recruitment

II.2.3) Place of performance

NUTS codes

- UK - United Kingdom

II.2.4) Description of the procurement

The intention of including Assessment & Testing services on the framework is to allow

Customers access to a choice of quality assured external specialists to assist them in identifying appropriate talent and taking forward deployment and development initiatives within their own organisations.

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: £35,000,000

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

Start date

4 July 2022

End date

3 July 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: Yes

Description of options

The framework agreement has the option to extend for up to a further 24 months. The total estimated value stated in Section II.1.5 includes the option period.

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

Lot 6 - Outplacement & Career Transition Services

Lot No

6

II.2.2) Additional CPV code(s)

- 79632000 - Personnel-training services
- 79633000 - Staff development services
- 79634000 - Career guidance services
- 79635000 - Assessment centre services for recruitment

II.2.3) Place of performance

NUTS codes

- UK - United Kingdom

II.2.4) Description of the procurement

This Lot has been established to provide outplacement and career transition services to Customers that may be in the process of re-deploying or making staff redundant. The purpose of the service will be to assist with the transition from an individual's existing post to an alternative position or career, either with that same Customer or elsewhere - 'Career Transition'.

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: £5,000,000

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

Start date

4 July 2022

End date

3 July 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: Yes

Description of options

The framework agreement has the option to extend for up to a further 24 months. The total estimated value stated in Section II.1.5 includes the option period.

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

Lot 7 - HR Business Process Outsourcing

Lot No

7

II.2.2) Additional CPV code(s)

- 79630000 - Personnel services except placement and supply services
- 79631000 - Personnel and payroll services
- 79632000 - Personnel-training services

- 79633000 - Staff development services

II.2.3) Place of performance

NUTS codes

- UK - United Kingdom

II.2.4) Description of the procurement

The main aim of this Lot of the framework will be to appoint suitable Service Providers who are able to deliver a range of HR and personnel services that can either be accessed individually via the sub-lots, or combined by accessing the overarching Lot 7.

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: £200,000,000

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

Start date

4 July 2022

End date

3 July 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: Yes

Description of options

The framework agreement has the option to extend for up to a further 24 months. The total estimated value stated in Section II.1.5 includes the option period.

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

This lot will also contain several sub-lots, to break down the requirement;

- o Lot 7a - Recruitment Process Outsourcing
- o Lot 7b - Applicant Management
- o Lot 7c - Onboarding
- o Lot 7d - HR Administration
- o Lot 7e - Payroll
- o Lot 7f - Background Checks
- o Lot 7g - HR Consultancy
- o Lot 7h - Statement of Works

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

III.2) Conditions related to the contract

III.2.2) Contract performance conditions

The framework agreement will be suitable for SMEs.

Throughout the Term ESPO shall monitor the Service Providers' financial standings against the Service Providers' financial positions taken on the Commencement Date. In the event that a Service Provider's financial position falls below the position recorded on the Commencement Date, ESPO shall discuss the Service Provider's circumstances with the Service Provider.

ESPO reserves the right to terminate the Framework Agreement by serving notice on the Service Provider in writing with effect from the date specified in such notice where (in the reasonable opinion of ESPO) there is a material detrimental change in the financial standing of the Service Provider which:

- adversely impacts on the Service Provider's ability to provide the Services under this Agreement; or
- could reasonably be expected to have an adverse impact on the Service Provider's ability to provide the Services under this Agreement.

In particular, Service Providers will need to ensure that their organisation operates within a reasonable score as shall be determined by use of a credit rating agency.

Social Value will also be expected to be demonstrated from Service Providers and monitored throughout, particularly the right is reserved by ESPO to conduct audits in this area.

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

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

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 February 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

Duration in months: 3 (from the date stated for receipt of tender)

IV.2.7) Conditions for opening of tenders

Date

7 February 2022

Local time

12:00pm

Section VI. Complementary information

VI.1) Information about recurrence

This is a recurrent procurement: No

VI.3) Additional information

As a Central Purchasing Body as defined in the Public Contracts Regulations 2015, the Framework Agreement is open for use by Public Bodies (defined at <https://www.espo.org/amfile/file/download/file/9608/>) that also fall into one of the following classifications of user throughout all administrative regions of the UK: Local Authorities; Educational Establishments (including Academies); Central Government Departments and Agencies; Police, Fire & Rescue and Coastguard Emergency Services; NHS and HSC Bodies, including Ambulance Services; Registered Charities; Registered Social Landlords; The Corporate Office of the House of Lords, The Corporate Officer of the House of Commons; or any public body established by or under the Scotland Act 1998 or any Act of the Scottish Parliament. Details of the classification of end user establishments and geographical areas are available at: <https://www.espo.org/legal>

ESPO has established a commercial trading company, ESPO Trading Limited, whose target clients are third sector organisations such as national and local charities, public sector mutual organisations and other organisations involved in the delivery of services to or for the public sector. The successful Supplier may be asked to enter into an additional separate framework agreement (the Second Framework) with ESPO Trading Limited on materially similar terms to that found in the tender pack to be entered into by ESPO itself.

Any Second Framework agreement will be a purely commercial agreement and will, for the avoidance of doubt, not be governed by the Public Contract Regulations 2015 or other public procurement legislation. ESPO Trading Limited may enter into the second framework agreement with the successful supplier and make it available to third sector clients who themselves are not required to follow the Public Contracts Regulations 2015 or other public procurement legislation. Accordingly, this is provided for bidders' information only.

An eAuction process may be used to award subsequent call off contracts following the reopening of competition among the parties to the Framework Agreement.

VI.4) Procedures for review

VI.4.1) Review body

The Royal Court of Justice

The Strand

London

WC2A 2LL

Country

United Kingdom

VI.4.3) Review procedure

Precise information on deadline(s) for review procedures

ESPO will incorporate a minimum 10 calendar day standstill period at the point information on the award of the contract is communicated to tenderers. Applicants who are unsuccessful shall be informed by ESPO as soon as possible after the decision has been made as to the reasons why the applicant was unsuccessful. If an appeal regarding the award of the contract has not been successfully resolved, The Public Contracts Regulations 2015 (SI 2105 No. 102) provide for aggrieved parties who have been harmed or are at risk of harm by breach of the rules to take legal action. Any such action must be brought within the applicable limitation period. Where a contract has not been entered into, the Court may order the setting aside of the award decision or order for any document to be amended and may award damages, make a declaration of ineffectiveness, order for a fine to be paid, and/or order the duration of the contract be shortened. The purpose of the standstill period referred to above is to allow the parties to apply to the Courts to set aside the award decision before the contract is entered into.