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Tender

## **Executive and Academic Recruitment Framework**

UNIVERSITY OF DERBY

F02: Contract notice

Notice identifier: 2021/S 000-032208

Procurement identifier (OCID): ocds-h6vhtk-030547

Published 23 December 2021, 12:27pm

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

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

UNIVERSITY OF DERBY

Kedleston Road

DERBY

DE221GB

#### **Contact**

Denise China

#### **Email**

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

#### **Telephone**

+44 1332592004

#### **Country**

United Kingdom

**NUTS code**

UKF11 - Derby

**Internet address(es)**

Main address

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

**I.3) Communication**

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

<https://www.derby.ac.uk/services/finance/procurement-suppliers-and-tendering/supplier-info/suppliers-responding-to-negotiations/>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<https://www.derby.ac.uk/services/finance/procurement-suppliers-and-tendering/supplier-info/suppliers-responding-to-negotiations/>

**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**

Executive and Academic Recruitment Framework

Reference number

PROC DMC ITT/560

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

- 79600000 - Recruitment services

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

Services

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

At the University of Derby, our vision is for Derby to be recognised as an inclusive university, providing the knowledge, experience and support that give our students the skills and confidence to achieve what they are capable of.

The University is seeking to establish a Framework Agreement to engage with recruitment specialists to undertake recruitment for Executive and Academic roles under two Lots.

Lot 1 - Executive Searches - Maximum of 5 agencies to cover both permanent and fixed term roles.

Lot 2 - Academic Roles (non-Executive - senior or specialist roles) - Maximum of 3 agencies

We are looking for agencies who have the credentials and interests to contribute to fulfilling the University's vision, "An applied university of today and for tomorrow".

The successful agencies must have a proven track record in recruiting to board level in the Higher Education sector and able to present a diverse range of candidates to meet our equality objectives.

#### **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**

Executive Search

Lot No

1

### **II.2.2) Additional CPV code(s)**

- 79600000 - Recruitment services

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

NUTS codes

- UKF - East Midlands (England)

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

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### **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

24

This contract is subject to renewal

Yes

Description of renewals

2x possible 12 month extensions

#### **II.2.10) Information about variants**

Variants will be accepted: No

#### **II.2.11) Information about options**

Options: Yes

Description of options

2x possible 12 month extensions

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

#### **II.2.1) Title**

Academic Roles

Lot No

2

#### **II.2.2) Additional CPV code(s)**

- 79600000 - Recruitment services

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

NUTS codes

- UKF - East Midlands (England)

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

At the University of Derby, our vision is for Derby to be recognised as an inclusive university, providing the knowledge, experience and support that give our students the skills and confidence to achieve what they are capable of.

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### **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.2.1) 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

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### **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 a single operator

**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

26 January 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

26 January 2022

Local time

1:00pm



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## **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**

University of Derby

Derby

DE22 1GB

Country

United Kingdom