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Tender

Outsourced Staff Employment Contract 2023

British Council

F02: Contract notice

Notice identifier: 2023/S 000-033482

Procurement identifier (OCID): ocds-h6vhtk-0417da

Published 13 November 2023, 3:01pm

Section I: Contracting authority

I.1) Name and addresses

British Council

Karum Is Merkezi Iran Cad. No 21 D Blok Kat: 5 No: 436 Kavaklidere

Ankara

Contact

Suzan Dogru Asik

Email

Suzan.Asik@britishcouncil.org

Telephone

+90 3124553600

Country

Turkey

NUTS code

TR - Turkey

Internet address(es)

Main address

www.britishcouncil.org

Buyer's address

<https://in-tendhost.co.uk/britishcouncil>

I.3) Communication

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

<https://in-tendhost.co.uk/britishcouncil>

Additional information can be obtained from the above-mentioned address

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

I.4) Type of the contracting authority

Body governed by public law

I.5) Main activity

Other activity

Registered Charity

Section II: Object

II.1) Scope of the procurement

II.1.1) Title

Outsourced Staff Employment Contract 2023

Reference number

BC/03216

II.1.2) Main CPV code

- 79211000 - Accounting services

II.1.3) Type of contract

Services

II.1.4) Short description

In scope of this tender we intend to identify and contract an Outsourced (Exams Venue) Staff Employment Tender. The Suppliers will be expected to recruit/employ venue staff and examiners for our IELTS examinations and provide the following services for them: payroll processes, collection and issuance of employment documents, monthly labour payments, monthly payments of social security and all other employers' duties to social security authorities. Suppliers that would like to take part in this tender process are invited to

Express Interest upon which they will be given access to the full tender documentation delivery through this e-tendering system. When the tender documents have been made available, involved suppliers will receive notification via email and the tender documents can be accessed from the My Tenders area of this website and selecting the View Details button of this project. Deadline for submissions of the tender will be Thursday, 21 December, 2023, 17.30

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.3) Place of performance

NUTS codes

- TR - Turkey

II.2.4) Description of the procurement

The British Council Turkey intends to enter into a Contract for provision of support for the services of recruitment/employment and accounting for venue staff and examiners for IELTS examinations.

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

48

This contract is subject to renewal

Yes

Description of renewals

The Contract awarded will be for a duration of 2 (two) years with an option with an option for an extension for up to an additional two (2) years (1+1), subject to agreement by both parties.

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

21 December 2023

Local time

5:30pm

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

English

IV.2.7) Conditions for opening of tenders

Date

21 December 2023

Local time

5:30pm

Section VI. Complementary information

VI.1) Information about recurrence

This is a recurrent procurement: No

VI.4) Procedures for review

VI.4.1) Review body

The High Court Royal Courts of Justice Royal Courts of Justice Strand

London

WC2A 2LL

Country

United Kingdom