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Tender

## **ID 4993870 AFBI – Provision of Temporary Workers, Fixed and Permanent Recruitment, Executive Search and Recruitment Advertising Services**

Agri-Food and BioSciences Institute

F02: Contract notice

Notice identifier: 2024/S 000-035222

Procurement identifier (OCID): ocds-h6vhtk-04b2b2

Published 30 October 2024, 4:06pm

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

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

Agri-Food and BioSciences Institute

18a Newforge Lane

BELFAST

BT9 5PX

#### **Email**

[StrategicDelivery.CPD@finance-ni.gov.uk](mailto:StrategicDelivery.CPD@finance-ni.gov.uk)

#### **Country**

United Kingdom

#### **Region code**

UK - United Kingdom

**Internet address(es)**

Main address

<https://etendersni.gov.uk/epps>

Buyer's address

<https://etendersni.gov.uk/epps>

**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://etendersni.gov.uk/epps>

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**

General public services

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## **Section II: Object**

### **II.1) Scope of the procurement**

#### **II.1.1) Title**

ID 4993870 AFBI – Provision of Temporary Workers, Fixed and Permanent Recruitment, Executive Search and Recruitment Advertising Services

Reference number

4993870

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

- 79600000 - Recruitment services

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

Services

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

The Agri-Food and Biosciences Institute (AFBI) has a requirement for a multi-supplier framework for the provision of skilled workers across a variety of specialisms using temporary agency workers, fixed term and permanent placement and executive search. There is also a requirement to appoint and advertising agency to advertise AFBI's recruitment competitions. This framework will provide the following services:- 1. Provision of temporary workers 2. Recruitment for fixed term workers 3. Recruitment of permanent workers 4. Provision of an executive search service 5. Provision of a recruitment advertising service

#### **II.1.5) Estimated total value**

Value excluding VAT: £45,000,000

#### **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- Health and Safety, Waste Management and Estates Management

Lot No

1

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

- 79610000 - Placement services of personnel
- 79620000 - Supply services of personnel including temporary staff
- 79341000 - Advertising services

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

NUTS codes

- UKN - Northern Ireland

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

The Agri-Food and Biosciences Institute (AFBI) has a requirement for a multi-supplier framework for the provision of skilled workers across a variety of specialisms using temporary agency workers, fixed term and permanent placement and executive search. There is also a requirement to appoint and advertising agency to advertise AFBI's recruitment competitions. This framework will provide the following services:- 1. Provision of temporary workers 2. Recruitment for fixed term workers 3. Recruitment of permanent workers 4. Provision of an executive search service 5. Provision of a recruitment advertising service

### **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: £1,602,000

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

Duration in months

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

There are two options to extend for any period up to and including 12 months each.

#### **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 2- Scientific

Lot No

2

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

- 79610000 - Placement services of personnel
- 79620000 - Supply services of personnel including temporary staff
- 79341000 - Advertising services

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

NUTS codes

- UKN - Northern Ireland

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

The Agri-Food and Biosciences Institute (AFBI) has a requirement for a multi-supplier framework for the provision of skilled workers across a variety of specialisms using temporary agency workers, fixed term and permanent placement and executive search. There is also a requirement to appoint and advertising agency to advertise AFBI's recruitment competitions. This framework will provide the following services:- 1. Provision of temporary workers 2. Recruitment for fixed term workers 3. Recruitment of permanent workers 4. Provision of an executive search service 5. Provision of a recruitment advertising service

#### **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: £22,027,500

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

Duration in months

24

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

There are two options to extend for any period up to and including 12 months each.

#### **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 3- Information Technology

Lot No

3

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

- 79610000 - Placement services of personnel
- 79620000 - Supply services of personnel including temporary staff
- 79341000 - Advertising services

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

NUTS codes

- UKN - Northern Ireland

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

The Agri-Food and Biosciences Institute (AFBI) has a requirement for a multi-supplier framework for the provision of skilled workers across a variety of specialisms using temporary agency workers, fixed term and permanent placement and executive search. There is also a requirement to appoint and advertising agency to advertise AFBI's recruitment competitions. This framework will provide the following services:- 1. Provision of temporary workers 2. Recruitment for fixed term workers 3. Recruitment of permanent workers 4. Provision of an executive search service 5. Provision of a recruitment advertising service

### **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: £4,005,000

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

Duration in months

24

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

There are two options to extend for any period up to and including 12 months each.

#### **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 4- Business Support

Lot No

4

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

- 79610000 - Placement services of personnel
- 79620000 - Supply services of personnel including temporary staff
- 79341000 - Advertising services

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

NUTS codes

- UKN - Northern Ireland



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

The Agri-Food and Biosciences Institute (AFBI) has a requirement for a multi-supplier framework for the provision of skilled workers across a variety of specialisms using temporary agency workers, fixed term and permanent placement and executive search. There is also a requirement to appoint and advertising agency to advertise AFBI's recruitment competitions. This framework will provide the following services:- 1. Provision of temporary workers 2. Recruitment for fixed term workers 3. Recruitment of permanent workers 4. Provision of an executive search service 5. Provision of a recruitment advertising service

**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: £4,806,000

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

Duration in months

24

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

There are two options to extend for any period up to and including 12 months each.

**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- People and Culture and Legal services

Lot No

5

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

- 79610000 - Placement services of personnel
- 79620000 - Supply services of personnel including temporary staff
- 79341000 - Advertising services

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

NUTS codes

- UKN - Northern Ireland

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

The Agri-Food and Biosciences Institute (AFBI) has a requirement for a multi-supplier framework for the provision of skilled workers across a variety of specialisms using temporary agency workers, fixed term and permanent placement and executive search. There is also a requirement to appoint and advertising agency to advertise AFBI's recruitment competitions. This framework will provide the following services:- 1. Provision of temporary workers 2. Recruitment for fixed term workers 3. Recruitment of permanent workers 4. Provision of an executive search service 5. Provision of a recruitment advertising service

### **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: £1,602,000

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

Duration in months

24

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

There are two options to extend for any period up to and including 12 months each.

### **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- Financial Administrators and Qualified Accountants

Lot No

6

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

- 79610000 - Placement services of personnel
- 79620000 - Supply services of personnel including temporary staff
- 79341000 - Advertising services

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

NUTS codes

- UKN - Northern Ireland

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

The Agri-Food and Biosciences Institute (AFBI) has a requirement for a multi-supplier framework for the provision of skilled workers across a variety of specialisms using temporary agency workers, fixed term and permanent placement and executive search. There is also a requirement to appoint and advertising agency to advertise AFBI's recruitment competitions. This framework will provide the following services:- 1. Provision of temporary workers 2. Recruitment for fixed term workers 3. Recruitment of permanent workers 4. Provision of an executive search service 5. Provision of a recruitment advertising service

#### **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: £4,005,000

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

Duration in months

24

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

There are two options to extend for any period up to and including 12 months each.

### **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- Industrial staff

Lot No

7

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

- 79610000 - Placement services of personnel
- 79620000 - Supply services of personnel including temporary staff
- 79341000 - Advertising services

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

NUTS codes

- UKN - Northern Ireland

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

The Agri-Food and Biosciences Institute (AFBI) has a requirement for a multi-supplier framework for the provision of skilled workers across a variety of specialisms using temporary agency workers, fixed term and permanent placement and executive search. There is also a requirement to appoint and advertising agency to advertise AFBI's recruitment competitions. This framework will provide the following services:- 1. Provision of temporary workers 2. Recruitment for fixed term workers 3. Recruitment of permanent workers 4. Provision of an executive search service 5. Provision of a recruitment advertising service

### **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: £2,002,500

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

Duration in months

24

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

There are two options to extend for any period up to and including 12 months each.

**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 8- Executive Search

Lot No

8

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

- 79610000 - Placement services of personnel
- 79620000 - Supply services of personnel including temporary staff
- 79341000 - Advertising services

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

NUTS codes

- UKN - Northern Ireland

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

The Agri-Food and Biosciences Institute (AFBI) has a requirement for a multi-supplier framework for the provision of skilled workers across a variety of specialisms using temporary agency workers, fixed term and permanent placement and executive search. There is also a requirement to appoint and advertising agency to advertise AFBI's recruitment competitions. This framework will provide the following services:- 1. Provision of temporary workers 2. Recruitment for fixed term workers 3. Recruitment of permanent workers 4. Provision of an executive search service 5. Provision of a recruitment advertising service

### **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: £2,700,000

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

Duration in months

24

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

There are two options to extend for any period up to and including 12 months each.

### **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 9- Recruitment Advertising

Lot No

9

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

- 79610000 - Placement services of personnel
- 79620000 - Supply services of personnel including temporary staff
- 79341000 - Advertising services

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

NUTS codes

- UKN - Northern Ireland

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

The Agri-Food and Biosciences Institute (AFBI) has a requirement for a multi-supplier framework for the provision of skilled workers across a variety of specialisms using temporary agency workers, fixed term and permanent placement and executive search. There is also a requirement to appoint and advertising agency to advertise AFBI's recruitment competitions. This framework will provide the following services:- 1. Provision of temporary workers 2. Recruitment for fixed term workers 3. Recruitment of permanent workers 4. Provision of an executive search service 5. Provision of a recruitment advertising service

### **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: £2,250,000

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

Duration in months

24

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

There are two options to extend for any period up to and including 12 months each.

#### **II.2.13) Information about European Union Funds**

The procurement is related to a project and/or programme financed by European Union funds: No

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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

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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 several operators

Envisaged maximum number of participants to the framework agreement: 23

#### **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

5 December 2024

Local time

3:00pm

#### **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**

Tender must be valid until: 5 March 2025

#### **IV.2.7) Conditions for opening of tenders**

Date

5 December 2024

Local time

3:30pm

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## **Section VI. Complementary information**

### **VI.1) Information about recurrence**

This is a recurrent procurement: Yes

### **VI.3) Additional information**

Lots 1-7 will be awarded to up to 3 ranked Suppliers and Lots 8 and 9 will be awarded to one Supplier each. The.. successful. contractor's. performance on the contract will be. regularly monitored in line with the tender documentation.. Contractors. not.. delivering on. contract requirements is a serious. matter. It means the public purse is not getting what it is paying. for. If a contractor.. fails. to reach. satisfactory levels of. contract performance they will be given a specified time to improve.. If, after the specified time,. they still.. fail to. reach. satisfactory levels of contract performance, the matter will be. escalated to senior management in CPD for. further action.. If.. this. occurs and their performance still does not improve to satisfactory. levels within the specified period, it may be. regarded as an.. act. of. grave professional misconduct and they may be issued with a. Notice of Unsatisfactory Performance and the. contract may be... terminated.. The issue of a Notice of Unsatisfactory Performance can. result in the Contractor being excluded from. all procurement... competitions being. undertaken by Centres of Procurement Expertise. on behalf of bodies covered by the Northern. Ireland Procurement... Policy for a period of. three years from the date of issue. The. Authority expressly reserves the rights; not to award. any contract. as a.. result of the procurement. process commenced by publication of. this notice; to make whatever changes it may see fit. to the content.. and. structure of the tendering. Competition; to award (a). contract(s) in respect of any part(s) of the services covered by.. this notice; and. to. award contract(s) in stages and. in no. circumstances will the Authority be liable for any costs incurred by. candidates

### **VI.4) Procedures for review**

#### **VI.4.1) Review body**

The UK does not have any such bodies with responsibility for appeal/mediation procedures. Instead; any challenges are dealt with by the High Court, Commercial Division, to which proceedings may be issued regarding alleged breaches of the PCR 2015 as amended.

Belfast

Country

United Kingdom

### **VI.4.3) Review procedure**

Precise information on deadline(s) for review procedures

CPD will comply with the Public Contracts. Regulations 2015 and, where.... appropriate, will incorporate a standstill period (i.e. a minimum of 10 calendar days) at the point information on the award of contract.. is.. communicated to tenderers. That notification will provide full information on the award decision. This provides time for the.. unsuccessful.. tenderers. to challenge the award decision before the contract is entered into...