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Planning

Framework for the Provision of Temporary Workers

Northern Ireland Assembly Commission

UK2: Preliminary market engagement notice - Procurement Act 2023 - [view information about notice types](#)

Notice identifier: 2025/S 000-037264

Procurement identifier (OCID): ocds-h6vhtk-0558ad

Published 3 July 2025, 7:05pm

Scope

Description

The Assembly Commission intends to establish a multi-supplier framework contract for the provision of temporary workers to fill short-term vacancies.

The appointed suppliers will be required to:

- Act as the employer of all agency workers supplied to the Assembly Commission;
- Source and supply suitable temporary workers who will work under the supervision and direction of the Assembly Commission;
- Undertake comprehensive searches and pre-placement checks for appropriately qualified staff;
- Administer payroll, tax, National Insurance, and pension contributions in accordance with applicable legislation;
- Manage any issues relating to performance, attendance, conduct, or grievances during assignments;

- Provide all general administrative services related to the supply and placement of agency workers.

Further information on the structure and grading system used within the Assembly Commission is available on the Assembly website.

It is anticipated that the contract will be split into Lots, based on the highest scoring tender responses and satisfactory supporting evidence.

The contract will be established for a period of 48 months.

For more information about this opportunity, please visit the Delta eSourcing portal at:

<https://www.delta-esourcing.com/tenders/UK-UK-Belfast:-Recruitment-services./3R28PXC693>

To respond to this opportunity, please click here:

<https://www.delta-esourcing.com/respond/3R28PXC693>

Commercial tool

Establishes a framework

Total value (estimated)

- £9,600,000 excluding VAT
- £11,520,000 including VAT

Above the relevant threshold

Contract dates (estimated)

- 28 June 2026 to 27 June 2030
- 4 years

Main procurement category

Services

CPV classifications

- 79600000 - Recruitment services
- 79620000 - Supply services of personnel including temporary staff
- 79621000 - Supply services of office personnel

Engagement

Engagement deadline

31 July 2025

Engagement process description

Engagement Activities

During the engagement phase of this project, the Assembly Commission plan to undertake the following activities:

- PME Questionnaire
- Supplier Presentations
- One-to-One Meetings (if required)

Timeline

Key dates throughout the engagement phase are detailed below. Please note these dates are subject to change.

Activity Date

Release of PME document 03/07/2025

Submission of PME responses 31/07/2025

Supplier presentations w/c 11/08/2025

Follow up meetings w/c 25/08/2025 (if required)

Contracting authority

Northern Ireland Assembly Commission

- Public Procurement Organisation Number: PYCW-9139-GQXZ

Northern Ireland Assembly, Parliament Buildings, Stormont

Belfast

BT4 3XX

United Kingdom

Contact name: Procurement Team

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Region: UKN06 - Belfast

Organisation type: Public authority - central government