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Tender

## 3S\_26 Strategic HR and Recruitment Services

Leicestershire County Council, trading as ESPO

UK4: Tender notice - Procurement Act 2023 - [view information about notice types](#)

Notice identifier: 2025/S 000-064847

Procurement identifier (OCID): ocds-h6vhtk-0505ab

Published 13 October 2025, 3:05pm

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## Scope

## Reference

3S\_26

## Description

ESPO are establishing a national framework that offers a range of strategic HR services relevant in the public sector, including; executive and managerial interim recruitment, executive and managerial permanent recruitment, multi role temporary recruitment, multi role permanent recruitment, assessment & testing services, outplacement & career transition services, professional coaching, HR business process outsourcing and 'Recruit - Train - Deploy models'.

The Framework is divided into 8 lots:

Lot 1. Executive and Managerial Interim Recruitment

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

Lot 2. Executive and Managerial Permanent Recruitment

- 2a. Admin, HR & Business Support
- 2b. Blue Light & Emergency Services
- 2c. Commercial (Finance, Procurement and Legal)
- 2d. Education
- 2e. Health & Social Care
- 2f. IT, Digital, Media & Marketing

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

- 7a. Recruitment Process Outsourcing
- 7b. Applicant Management
- 7c. Onboarding
- 7d. HR Administration

- 7e. Payroll Management
- 7f. Employment screening and background checks
- 7g. HR Consultancy
- 7h. Statement of Works

**Lot 8. Future workforce**

- 8a. Workforce Planning and Demand Management
- 8b. Recruit - Train - Deploy (RTD)
- 8c. Professional and Career Coaching Services
- 8d. Professional and Career Skills development

Please refer to the tender documents for further details - the closing date for submission of Tenders is 12:00 (12 noon) on 24 November 2025.

To tender (please proceed to step (e) if an expression of interest has already been completed):

(a) Go to <https://www.eastmidstenders.org/>; (b) Register (if not already registered on ProContract); (c) Search for tender opportunity '3S\_26' (via "View Opportunities" from the EastMidsTenders Portal); (d) Express an interest; (e) Download the tender documents (from the ProContract Activity summary screen).

Any questions or clarifications relating to this tender opportunity should be submitted to ESPO as a message on the eProcurement Portal, once an Expression of interest has been completed.

**Commercial tool**

Establishes a framework

**Total value (estimated)**

- £350,000,000 including VAT

Above the relevant threshold

### **Contract dates (estimated)**

- 7 July 2026 to 6 July 2028
- Possible extension to 6 July 2030
- 4 years

Description of possible extension:

The framework agreement has the option to extend for up to a further 24 months (under normal circumstances this will be completed in full or in 12-month periods, and is subject to the performance of the framework).

Total estimated values captured in this notice include the option to extend the framework as noted above.

### **Main procurement category**

Services

### **Contract locations**

- UKC - North East (England)
- UKD - North West (England)
- UKE - Yorkshire and the Humber
- UKF - East Midlands (England)
- UKG - West Midlands (England)

- UKH - East of England
- UKI - London
- UKJ - South East (England)
- UKK - South West (England)
- UKL - Wales
- UKM - Scotland
- UKN - Northern Ireland

## **Not the same for all lots**

CPV classifications are shown in Lot sections, because they are not the same for all lots.

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## **Lot 1. Executive and Managerial Interim Recruitment**

### **Description**

#### **Lot 1. Executive and Managerial Interim Recruitment**

The main aim of this Lot 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.

For further details, please refer to the tender documents.

## **Lot value (estimated)**

- £350,000,000 including VAT

Framework lot values may be shared with other lots

## **CPV classifications**

- 79600000 - Recruitment services

## **Same for all lots**

Contract locations and contract dates are shown in the Scope section, because they are the same for all lots.

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## **Lot 2. Executive and Managerial Permanent Recruitment**

### **Description**

Lot 2. Executive and Managerial Permanent Recruitment

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.

For further details, please refer to the tender documents.

## **Lot value (estimated)**

- £350,000,000 including VAT

Framework lot values may be shared with other lots

## **CPV classifications**

- 79600000 - Recruitment services

## **Same for all lots**

Contract locations and contract dates are shown in the Scope section, because they are the same for all lots.

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## **Lot 3. Temporary Recruitment (£45k)**

### **Description**

Lot 3. Temporary Recruitment (£45k)

The main aim of this Lot is to allow Customers access to a quality assured resource of generalist staff on a temporary basis across a number of types of role.

For further details, please refer to the tender documents.

### **Lot value (estimated)**

- £350,000,000 including VAT

Framework lot values may be shared with other lots

## **CPV classifications**

- 79600000 - Recruitment services

## **Same for all lots**

Contract locations and contract dates are shown in the Scope section, because they are

the same for all lots.

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## **Lot 4. Permanent Recruitment (£45k)**

### **Description**

Lot 4. Permanent Recruitment (£45k)

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 roles, as an alternative to using a Temporary Worker under the scope of Lot 3.

For further details, please refer to the tender documents.

### **Lot value (estimated)**

- £350,000,000 including VAT

Framework lot values may be shared with other lots

### **CPV classifications**

- 79600000 - Recruitment services

### **Same for all lots**

Contract locations and contract dates are shown in the Scope section, because they are the same for all lots.

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## **Lot 5. Assessment and Testing Services**

## **Description**

### **Lot 5. Assessment and Testing Services**

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.

For further details, please refer to the tender documents.

## **Lot value (estimated)**

- £350,000,000 including VAT

Framework lot values may be shared with other lots

## **CPV classifications**

- 79600000 - Recruitment services

## **Same for all lots**

Contract locations and contract dates are shown in the Scope section, because they are the same for all lots.

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## **Lot 6. Outplacement and Career Transition Services**

## **Description**

### **Lot 6. Outplacement and Career Transition Services**

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'.

For further details, please refer to the tender documents.

### **Lot value (estimated)**

- £350,000,000 including VAT

Framework lot values may be shared with other lots

### **CPV classifications**

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

### **Same for all lots**

Contract locations and contract dates are shown in the Scope section, because they are the same for all lots.

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## **Lot 7. HR Business Process Outsourcing**

### **Description**

#### **Lot 7. HR Business Process Outsourcing**

The main aim of this Lot is to appoint suitable Suppliers 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.

For further details, please refer to the tender documents.

### **Lot value (estimated)**

- £350,000,000 including VAT

Framework lot values may be shared with other lots

### **CPV classifications**

- 79630000 - Personnel services except placement and supply services

### **Same for all lots**

Contract locations and contract dates are shown in the Scope section, because they are the same for all lots.

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## **Lot 8. Future Workforce**

### **Description**

Lot 8. Future Workforce

The main aim of this Lot is to appoint suitable Suppliers who are able to deliver a range of workforce supporting services that can either be accessed individually via the sub-lots, or combined by accessing the overarching Lot 8.

For further details, please refer to the tender documents.

### **Lot value (estimated)**

- £350,000,000 including VAT

Framework lot values may be shared with other lots

## **CPV classifications**

- 79610000 - Placement services of personnel
- 79632000 - Personnel-training services
- 79633000 - Staff development services
- 79634000 - Career guidance services

## **Same for all lots**

Contract locations and contract dates are shown in the Scope section, because they are the same for all lots.

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## **Framework**

### **Maximum number of suppliers**

Unlimited

### **Maximum percentage fee charged to suppliers**

1%

### **Further information about fees**

The framework fee is 1% for all Lots, apart from Lot 7h (SOW - Statement of Works) which is 0.5%.

For further details, please refer to the tender documents.

## **Framework operation description**

It should be noted that the Framework could be used in a number of ways where Strategic HR & Recruitment Services are required. Customers wishing to buy Services via the Framework will do so in the following way(s) in accordance with section 45 of the Procurement Act 2023 (and any subsequent amendment or re-enactment thereof):

Call-off without competition

'Calling-off' Services from a Supplier identified who is a) included in the Framework; b) suitable for meeting the Customer's specific needs, and; c) identified as offering the Most Advantageous Solution to the Customer's requirements, based on source(s) of information such as (but not limited to) User guides, Pricing schedules, Social Value schedules, Supplementary Information, and Case Studies, for Customers' supplier selection decision.

Call-off with competition (Further Competitive Selection Process)

'Calling-off' by conducting a further competitive selection process amongst those Suppliers identified in the Framework as being able to provide the required Services. This means that not all competitive selection processes will necessarily include all the Suppliers - a customer will only invite those Suppliers that are included in the Framework for the particular type of contract required. Customers will assess the suppliers as set out in the terms and conditions of the Framework.

Further competitive selection processes may be conducted directly by the Customer, or by ESPO, or by any other appropriate third party on the Customer's behalf. Please note that once this Framework is established, the right is reserved by the Customer when running a further competitive selection process, to invite the Suppliers to participate in an eAuction. Meetings with Suppliers, interviews, presentations and/or site visits may be required as part of the process at further competition stage as determined by the Customer.

**IMPORTANT:** Suppliers will not be compelled to tender for all business offered via further competitive selection processes, and so declining to tender in such instances will not affect a Supplier's position on the Framework; however it should be noted that persistent

and repeated failure to tender may lead to a review of a Supplier's continued inclusion.

When assessing proposals submitted under a further competitive selection process, Customers may include conditions of participation to assess Suppliers' technical ability to perform the contract as part of the competitive selection process as determined according to the Customer's own particular circumstances.

Any assessment of Suppliers' proposals under a further competitive selection process must be based only on some or all of the award criteria that were used to assess tenders when the framework was awarded. Customers may refine these criteria, for example, by including additional sub-criteria or by explaining the criteria further.

All Services provided under the Framework will be provided and delivered directly to the Customers, in accordance with instructions given to the Supplier at the time of placing the order. Liability for payment of the Supplier's invoices will rest solely with the Customer, as appropriate in each case.

Please refer to the tender documents for any further details.

ESPO Trading Limited Second Framework:

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 Procurement Act 2023 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 Procurement Act 2023 or other public procurement legislation. Accordingly, this is provided for tenderers information only.

## **Award method when using the framework**

Either with or without competition

## Contracting authorities that may use the framework

As a Centralised procurement authority as defined in the Procurement Act 2023, the Framework 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 on general classification of end user establishments and geographical areas are available at: <https://www.espo.org/legal.>

## Contracting authority location restrictions

- UKC - North East (England)
- UKD - North West (England)
- UKE - Yorkshire and the Humber
- UKF - East Midlands (England)
- UKG - West Midlands (England)
- UKH - East of England
- UKI - London
- UKJ - South East (England)
- UKK - South West (England)
- UKL - Wales
- UKM - Scotland
- UKN - Northern Ireland

## **Participation**

### **Legal and financial capacity conditions of participation**

**Lot 1. Executive and Managerial Interim Recruitment**

**Lot 2. Executive and Managerial Permanent Recruitment**

**Lot 3. Temporary Recruitment (£45k)**

**Lot 4. Permanent Recruitment (£45k)**

**Lot 5. Assessment and Testing Services**

**Lot 6. Outplacement and Career Transition Services**

**Lot 7. HR Business Process Outsourcing**

**Lot 8. Future Workforce**

Refer to the tender documents for conditions of participation (note: the Procurement Specific Questionnaire including Conditions of Participation questions, is captured as a Question set in the eProcurement Portal, ProContract, and is completed online there once a response has been started).

### **Technical ability conditions of participation**

**Lot 1. Executive and Managerial Interim Recruitment**

**Lot 2. Executive and Managerial Permanent Recruitment**

**Lot 3. Temporary Recruitment (£45k)**

**Lot 4. Permanent Recruitment (£45k)**

**Lot 5. Assessment and Testing Services**

**Lot 6. Outplacement and Career Transition Services**

**Lot 7. HR Business Process Outsourcing**

**Lot 8. Future Workforce**

Refer to the tender documents for conditions of participation (note: the Procurement Specific Questionnaire including Conditions of Participation questions, is captured as a Question set in the eProcurement Portal, ProContract, and is completed online there once

a response has been started).

## **Particular suitability**

**Lot 1. Executive and Managerial Interim Recruitment**

**Lot 2. Executive and Managerial Permanent Recruitment**

**Lot 3. Temporary Recruitment (£45k)**

**Lot 4. Permanent Recruitment (£45k)**

**Lot 5. Assessment and Testing Services**

**Lot 6. Outplacement and Career Transition Services**

**Lot 7. HR Business Process Outsourcing**

**Lot 8. Future Workforce**

Small and medium-sized enterprises (SME)

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## **Submission**

### **Enquiry deadline**

24 October 2025, 5:00pm

### **Tender submission deadline**

24 November 2025, 12:00pm

### **Submission address and any special instructions**

Please refer to all instructions captured via <https://www.eastmidstenders.org/>.

## **Tenders may be submitted electronically**

Yes

## **Languages that may be used for submission**

English

## **Award decision date (estimated)**

11 May 2026

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## **Award criteria**

<b>Name</b>	<b>Type</b>	<b>Weighting</b>
Non-Price	Quality	60%
Price	Price	40%

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## **Other information**

### **Applicable trade agreements**

- Government Procurement Agreement (GPA)

### **Conflicts assessment prepared/revised**

Yes

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## Procedure

### Procedure type

Open procedure

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## Documents

### Associated tender documents

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

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### Technical specifications to be met

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

Please refer to the tender documents (see above for further details including summary instructions on how to access these).

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## Contracting authority

### **Leicestershire County Council, trading as ESPO**

- Public Procurement Organisation Number: PYDD-1122-TCVN

Barnsdale Way, Grove Park, Enderby

Leicester

LE19 1ES

United Kingdom

Contact name: Corporate Solutions Procurement Team

Email: [tenders@espo.org](mailto:tenders@espo.org)

Website: <https://www.espo.org/>

Region: UKF22 - Leicestershire CC and Rutland

Organisation type: Public authority - sub-central government