

United Kingdom-Northampton: Recruitment services

OJ S 3/2015 06/01/2015

Contract notice

Services

Directive 2004/18/EC

Section I: Contracting authority

I.1. Name and addresses

Official name: Police and Crime Commissioner for Northamptonshire

Postal address: Wootton Hall, Northamptonshire

Town: Northampton

Postal code: NN4 0JQ

Country: United Kingdom

Contact person: The Police and Crime Commissioner for Northamptonshire

For the attention of: Paul Bullen

E-mail: paul.bullen@northantspcc.pnn.police.uk**Additional information can be obtained from:**

the abovementioned address

Specifications and additional documents (including documents for competitive dialogue and a dynamic purchasing system) can be obtained from:

the abovementioned address

Tenders or requests to participate must be submitted: the abovementioned address**I.2. Type of the contracting authority**

Body governed by public law

I.3. Main activity

Public order and safety

I.4. Contract award on behalf of other contracting authorities

The contracting authority is purchasing on behalf of other contracting authorities: yes

Official name: Northamptonshire Police Force

Postal address: Police Headquarters, Wootton Hall, Northamptonshire

Town: Northampton

Postal code: NN4 0JQ

Country: United Kingdom

Section II: Object of the contract

II.1. Description**II.1.1. Title attributed to the contract by the contracting authority**

Services for the recruitment of special constables.

II.1.2. Type of contract and place of performance or delivery

Services

Service category No 22: Personnel placement and supply services

Main site or place of performance: Northamptonshire.

NUTS code UKF2 Leicestershire, Rutland and Northamptonshire

II.1.3. Information about a framework agreement or a dynamic purchasing system

The notice involves a public contract

II.1.4. Information about framework agreement

II.1.5. Short description of the contract or purchase(s)

This project is designed to radically increase the number of voluntary Special Constables in Northamptonshire Police from the current level of approximately 420 Specials to at least 900 Special Constables by May 2016 through recruitment and marketing activities to be delivered by the successful applicant on a payments by results basis.

These recruitment and marketing activities form a part of wider project that seeks to completely alter the use, deployment and development of Special Constables as an integrated part of the future operating model of policing in Northamptonshire.

The wider project is also designed to ensure that the Special Constabulary better reflects the communities that it serves and as such there is a desire to increase the diversity of the Special Constables that the successful applicant will have the responsibility to recruit.

II.1.6. CPV code(s)

79600000 Recruitment services, 79000000 Business services: law, marketing, consulting, recruitment, printing and security, 79340000 Advertising and marketing services, 79341000 Advertising services, 79341100 Advertising consultancy services, 79341200 Advertising management services, 79341400 Advertising campaign services, 79342000 Marketing services, 79342100 Direct marketing services, 79342200 Promotional services, 79413000 Marketing management consultancy services, 79414000 Human resources management consultancy services

II.1.7. Information about the Government Procurement Agreement (GPA)

The procurement is covered by the Government Procurement Agreement: yes

II.1.8. Lots

This contract is divided into lots: no

II.1.9. Information about variants

Variants will be accepted: no

II.2. Scope of the procurement

II.2.1. Total quantity or scope

Estimated value excluding VAT:

Range: between 50 000 and 500 000 GBP

II.2.2. Information about options

Options: yes

Description of options: Possible 12 month extension of the contract or period as agreed by the parties.

Provisional timetable for recourse to these options:
in months: 12 (from the award of the contract)

II.2.3. Information about renewals

This contract is subject to renewal: no

II.3. Duration of the contract or time limit for completion

Duration in months: 12 (from the award of the contract)

Section III: Legal, economic, financial and technical information

III.1. Conditions related to the contract

III.1.1. Deposits and guarantees required

The Contracting Authority reserves the right to require parent company or, other forms of, guarantee. Further details will be set out in the tender documentation as appropriate.

III.1.2. Main financing conditions and payment arrangements and/or reference to the relevant provisions governing them

Details are set out in the tender documentation.

III.1.3. Legal form to be taken by the group of economic operators to whom the contract is to be awarded

The Contracting Authority reserves the right to require groupings of entities to take a particular form, or to require one party to undertake primary legal liability or to require that each party undertakes joint and several liability.

III.1.4. Contract performance conditions

The performance of the contract is subject to particular conditions: no

III.2. Conditions for participation

III.2.1. Suitability to pursue the professional activity, including requirements relating to enrolment on professional or trade registers

List and brief description of conditions: Details are set out in the tender documentation.

III.2.2. Economic and financial ability

List and brief description of conditions: Details are set out in the tender documentation.
Minimum level(s) of standards possibly required: Details are set out in the tender documentation.

III.2.3. Technical and professional ability

List and brief description of conditions:
Details are set out in the tender documentation.
Minimum level(s) of standards possibly required:
Details are set out in the tender documentation.

III.2.4. Information about reserved contracts

III.3. Conditions specific to services contracts

III.3.1. Information about a particular profession

Execution of the service is reserved to a particular profession: no

III.3.2. 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: no

Section IV: Procedure

IV.1. Type of procedure

IV.1.1. Type of procedure

Open

IV.1.2. Information about the limits on the number of candidates to be invited

IV.1.3. Information about reduction of the number of solutions or tenders during negotiation or dialogue

IV.2. Award criteria

IV.2.1. Award criteria

The most economically advantageous tender in terms of Price is not the only award criterion and all criteria are stated only in the procurement documents

IV.2.2. Information about electronic auction

An electronic auction will be used: no

IV.3. Administrative information

IV.3.1. File reference number attributed by the contracting authority

IV.3.2. Previous publication concerning this procedure

no

IV.3.3. Conditions for obtaining specifications and additional documents or descriptive document

Payable documents: no

IV.3.4. Time limit for receipt of tenders or requests to participate

17.2.2015 - 14:00

IV.3.5. Estimated date of dispatch of invitations to tender or to participate to selected candidates

IV.3.6. Languages in which tenders or requests to participate may be submitted

English.

IV.3.7. Minimum time frame during which the tenderer must maintain the tender

until: 30.6.2015

IV.3.8. Conditions for opening of tenders

Section VI: Complementary information

VI.1. Information about recurrence

This is a recurrent procurement: no

VI.2. Information about European Union funds

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

VI.3. Additional information

An information day is scheduled for 9:30 on 12.1.2014 at Northamptonshire Police Headquarters, Wootton Hall, Northampton, NN4 0JQ. Registration commences immediately upon issue of this notice and ends at 17:00 on 8.1.2015. Requests to attend this information day should be made to Paul Bullen at the address above or to paul.bullen@nothantspcc.pnn.police.uk

The Contracting Authority reserves the right to change without notice the process for awarding the contract, to reject all or any bids for the contract, to terminate the process and not to award a contract at any time without any liability on its part. No contract will be created between the Contracting Authority and any party until a contract is executed between the Contracting Authority and the winning tenderer.

The services required by the Contracting Authority fall within Part B to Schedule 3 of the Public Contract Regulations 2006 (as amended) and consequently the Contracting Authority is voluntarily advertising the contract opportunity in the Official Journal of the European Union. The procurement process adopted by the Contracting Authority is based upon the 'Open Procedure' as defined by the Public Contract Regulations 2006 (as amended).

Tenders and all supporting documentation for the contract must be in English and must be priced in sterling.

The Contracting Authority is not liable for any costs (including any third party costs fees or expenses) incurred by those expressing an interest in, participating or tendering for this contract opportunity.

Any agreement entered into will be governed by English law and will be subject to the exclusive jurisdiction of the English Courts.

VI.4. Procedures for review

VI.4.1. Review body

VI.4.2. Review procedure

Precise information on deadline(s) for review procedures: Appeals to be lodged in accordance with the Public Contracts Regulations 2006 (as amended).

VI.4.3. Service from which information about the review procedure may be obtained

VI.5. Date of dispatch of this notice

2.1.2015