

United Kingdom-London: Human resources management consultancy services

OJ S 93/2016 14/05/2016

Contract notice

Services

Directive 2004/18/EC

Section I: Contracting authority

I.1. Name and addresses

Official name: FSCS

Town: London

Postal code: EC3A 7QU

Country: United Kingdom

Contact person: Procurement Team

For the attention of: Wiharto Christina

E-mail: christina.wiharto@fscs.org.uk

Telephone: +44 2077414100

Internet address(es):General address of the contracting authority: <http://www.fscs.org.uk>Address of the buyer profile: <https://fscs.bravosolution.co.uk>Electronic access to information: <https://fscs.bravosolution.co.uk>Electronic submission of tenders and requests to participate: <https://fscs.bravosolution.co.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

Economic and financial affairs

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

The contracting authority is purchasing on behalf of other contracting authorities: no

Section II: Object of the contract

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

FSCS is seeking to establish a framework panel of specialist Human Resources and Organisational Development (HR and OD) delivery partners (The Framework) to support and collaborate with the small in-house team of HR professionals (The People Team).

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

Services

Service category No 11: Management consulting services [6] and related services

Main site or place of performance: London, UK.
NUTS code UKI12 Inner London - East

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

The procurement involves the establishment of a framework agreement
The notice involves a public contract

II.1.4. Information about framework agreement

Framework agreement with several operators

Duration of the framework agreement

Duration in years: 4

Estimated total value of purchases for the entire duration of the framework agreement

Estimated value excluding VAT:

Range: between 3 000 000 and 6 000 000 GBP

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

The Framework will be divided into 3 separate lots based upon the specific specialisms and services required by FSCS in the short and medium term. These lots directly support the achievement of 4 of the key People Team strategic objectives, namely: Business Transformation, Leadership Development, Learning Organisation and Talent. Packages of work will be called-off from time to time by the People Team via further competition or direct award.

II.1.6. CPV code(s)

79414000 Human resources management consultancy services, 79611000 Job search services, 79421100 Project-supervision services other than for construction work, 79411000 General management consultancy services, 80570000 Personal development training 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: no

II.1.8. Lots

This contract is divided into lots: yes
Tenders may be submitted for all lots

II.1.9. Information about variants

Variants will be accepted: no

II.2. Scope of the procurement

II.2.1. Total quantity or scope

This framework is for a period of 3 years with the option to extend by a further 1 year at the 12 months increment (3+1).

II.2.2. Information about options

II.2.3. Information about renewals

This contract is subject to renewal: yes
Number of possible renewals: 1

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

Duration in months: 36 (from the award of the contract)

Information about lots

Lot No: 1

Lot title: Organisational Development Consultancy and Support Services (Business Transformation)

1) Short description

A consultancy focused Organisational Development service that supports the design and delivery of a Human Resources and Organisational Development Strategy and relevant actions that identify the workforce elements which will underpin the Scheme's Organisational Development Plan including business process re-engineering and business transformation.

2) CPV code(s)

79414000 Human resources management consultancy services

3) Quantity or scope

4) Indication about different time frame or duration

5) Additional information about lots

The Contracting Authority intends to use an eTendering system in this procurement exercise.

Lot No: 2

Lot title: Employee Relations business partnering and advisory services (Leadership Development / Learning Organisation)

1) Short description

This lot will provide proactive, timely and accurate advice and guidance to FSCS managers at all levels on employment relations and practices, legislative compliance and all aspects of the management of organisational and cultural change.

2) CPV code(s)

80570000 Personal development training services

3) Quantity or scope

4) Indication about different time frame or duration

5) Additional information about lots

The Contracting Authority intends to use an eTendering system in this procurement exercise.

Lot No: 3

Lot title: Specialist recruitment services (Talent)

1) Short description

This service will complement existing FSCS resourcing solutions. The service will focus on niche, specialist and hard to fill vacancies i.e. Executive search and selection; non-executive recruitment; specialist technical / testing / training roles.

2) CPV code(s)

79611000 Job search services

3) Quantity or scope

4) Indication about different time frame or duration

5) Additional information about lots

The Contracting Authority intends to use an eTendering system in this procurement exercise.

Section III: Legal, economic, financial and technical information

III.1. Conditions related to the contract

III.1.1. Deposits and guarantees required

Details are set out in the ITT (Invitation to Tender).

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

Details are set out in the ITT (Invitation to Tender).

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

Please note that where a consortium or other grouping of suppliers submits a bid, such consortia and grouping must nominate a lead Organisation to deal with FSCS on all matters relative to the contract. All consortium members or grouping will be required to be jointly and severally liable in respect of the obligations and liabilities relating to the contract.

III.1.4. Contract performance conditions

The performance of the contract is subject to particular conditions: yes

Description of particular conditions: Details are set out in the ITT (Invitation to Tender).

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 Pre-Qualification Questionnaire (PQQ).

III.2.2. Economic and financial ability

List and brief description of conditions: Details are set out in the Pre-Qualification Questionnaire (PQQ).

Details are set out in the ITT (Invitation to Tender).

III.2.3. Technical and professional ability

Minimum level(s) of standards possibly required:

Details are set out in the Pre-Qualification Questionnaire (PQQ).

III.2.4. Information about reserved contracts

III.3. Conditions specific to services contracts

III.3.1. Information about a particular profession

III.3.2. Information about staff responsible for the performance of the contract

Section IV: Procedure

IV.1. Type of procedure

IV.1.1. Type of procedure

Restricted

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

Envisaged minimum number 15: and Maximum number 21

Objective criteria for choosing the limited number of candidates: The Top 5-7 scoring applicants per Lot, criteria are set out in the PQQ document.

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

FSCS285 HR&OD

IV.3.2. Previous publication concerning this procedure

no

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

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

16.6.2016 - 12:00

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

Duration in days: 180 (from the date stated for receipt of tender)

IV.3.8. Conditions for opening of tenders

Section VI: Complementary information

VI.1. Information about recurrence

VI.2. Information about European Union funds

VI.3. Additional information

The Contracting Authority intends to use an eTendering system in this procurement exercise. To express interest in this opportunity please follow the steps below:

1. Register your company on FSCS eTendering portal (this is only required once):

— Browse to the eTendering Portal: <https://fscs.bravosolution.co.uk/web/login.html> and click the link to register;

— Enter your correct business, user details and complete basic profile;

— Note the username you chose and click 'Save' when complete;

— You will shortly receive an email with your unique password (please keep this secure).

2. Express an Interest in this Opportunity:

— Login to the portal with the username/password;

— Click the 'PQQs Open To All Suppliers' link;

- Click on the relevant PQQ 'FSCS285 HR and OD Framework ' to access the content;
- Click the 'Express Interest' button at the top of the page;
- This will move the PQQ into your 'My PQQs' page. (This is a secure area reserved for your projects only);
- You can now access any attachments by clicking 'Buyer Attachments' in the 'PQQ Details' box.

3. Responding to the PQQ:

- Click 'My Response' under 'PQQ Details', you can choose to 'Create Response' or to 'Decline to Respond' (please give a reason if declining);
- You can now use the 'Messages' function to communicate with FSCS and seek any clarification.

Please note the deadline for completion — you must submit your reply using the 'Submit Response' button at the top of the page.

If you require any further assistance use the online help, or the BravoSolution help desk (Available Mon-Fri (8:00-18:00) on help@bravosolution.co.uk or Free Phone. 0800 368 4850).

VI.4. Procedures for review

VI.4.1. Review body

Official name: The High Court of England and Wales

VI.4.2. Review procedure

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

VI.5. Date of dispatch of this notice

12.5.2016