

**United Kingdom-West Malling: Supply services of personnel including temporary staff**

OJ S 109/2015 09/06/2015

Contract notice

Services

Directive 2004/18/EC

**Section I: Contracting authority**

---

**I.1. Name and addresses**

Official name: Commercial Services

Postal address: Head Office, 1 Abbey Wood Group, Kings Hill

Town: West Malling

Postal code: ME19 4YT

Country: United Kingdom

For the attention of: Mr Michael Smith

E-mail: [michael.smith@procurementsservicesgroup.org.uk](mailto:michael.smith@procurementsservicesgroup.org.uk)**Internet address(es):**General address of the contracting authority: <http://www.procurementsservicesgroup.org.uk>**Additional information can be obtained from:**

Official name: Commercial Services

Postal address: Head Office, 1 Abbey Wood Group, Kings Hill

Town: West Malling

Postal code: ME19 4YT

Country: United Kingdom

For the attention of: Mr Michael Smith

E-mail: [michael.smith@procurementsservicesgroup.org.uk](mailto:michael.smith@procurementsservicesgroup.org.uk)**Specifications and additional documents (including documents for competitive dialogue and a dynamic purchasing system) can be obtained from:**

Official name: Commercial Services

Postal address: Head Office, 1 Abbey Wood Group, Kings Hill

Town: West Malling

Postal code: ME19 4YT

Country: United Kingdom

For the attention of: Mr Michael Smith

E-mail: [michael.smith@procurementsservicesgroup.org.uk](mailto:michael.smith@procurementsservicesgroup.org.uk)**Tenders or requests to participate must be submitted:** Official name: Commercial Services

Postal address: Head Office, 1 Abbey Wood Group, Kings Hill

Town: West Malling

Postal code: ME19 4YT

Country: United Kingdom

For the attention of: Mr Michael Smith

E-mail: [michael.smith@procurementsservicesgroup.org.uk](mailto:michael.smith@procurementsservicesgroup.org.uk)**I.2. Type of the contracting authority**

Regional or local authority

**I.3. Main activity**

General public services

**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**

Dynamic Purchasing System for Temporary Worker Agencies for Preferred Supplier Listing.

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

Services

Service category No 22: Personnel placement and supply services

NUTS code UKJ South East (England)

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

The procurement involves the setting up of a dynamic purchasing system

#### **II.1.4. Information about framework agreement**

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

Commercial Services is one of the largest trading organisations of its kind in Europe with a turnover in excess of 600 000 000 GBP and employing over 700 people from its base in Kent. Tracing its roots back to 1902, as an education stores department for Kent County Council, Commercial Services has subsequently grown organically to supply an ever-increasing range of best value goods and services to other publicly funded organisations. These include local government, education establishments, the care sector and the emergency services. Connect2Kent (C2K) operates as a managed service provider recruitment business within Commercial Services dealing with temporary, contract and interim vacancies for the public sector. As a member of the REC, C2K operate to the highest standards of best practice in recruitment. Kent County Council (the Council) is the largest local authority in England covering an area of 3 500 square kilometres. It has an annual expenditure of circa. 1 bn GBP on goods and services and a population of 1.5 m. The Council provides a wide range of personal and strategic services on behalf of its residents, operating in partnership with 12 district councils and 289 parish/town councils. In accordance with best procurement practice, EU and UK Procurement Directives and Regulations, C2K wishes to create a Framework Agreement (the Agreement) for temporary worker agencies for preferred supplier listing status. The procurement process adopted by C2K is based upon the 'Dynamic Purchasing System' as detailed in The Public Contracts Regulations 2015.

#### **II.1.6. CPV code(s)**

79620000 Supply services of personnel including temporary staff

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

The procurement is covered by the Government Procurement Agreement: no

#### **II.1.8. 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 the supply of Temporary Workers to Relevant Authorities via the

preferred Managed Service Provider (MSP) — Connect2Kent (C2K). No other route of supply to the Relevant Authorities (direct or otherwise) is permitted.

Estimated value excluding VAT:

Range: between 40 000 000 and 50 000 000 GBP

## **II.2.2. Information about options**

Options: no

## **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: 48 (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**

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

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

#### **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**

#### **III.2.2. Economic and financial ability**

#### **III.2.3. Technical and professional ability**

#### **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**

Recourse to staged procedure to gradually reduce the number of solutions to be discussed or tenders to be negotiated no

#### **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**

Y15032

##### **IV.3.2. Previous publication concerning this procedure**

##### **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**

5.7.2019 - 17:00

##### **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: 120 (from the date stated for receipt of tender)

##### **IV.3.8. Conditions for opening of tenders**

Persons authorised to be present at the opening of tenders: no

#### **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**

This opportunity will be completed electronically via ProContract, a site run by Due North. Interested organisations should go to [www.kentbusinessportal.org.uk](http://www.kentbusinessportal.org.uk) to register and express interest. To express interest select 'Current Opportunities', from the 'Organisation'

drop down box select 'Commercial Services', click search and select the appropriate opportunity. Once you have successfully expressed interest via the portal you will be sent an e-mail directing you to the ProContract site from which you will be able to access and download the invitation to tender documentation and any other relevant information. This email should be retained, as it will contain your direct link to the ProContract portal, for information purposes only the link is [www.kentbusinessportal.org.uk/procontract/supplier.nsf](http://www.kentbusinessportal.org.uk/procontract/supplier.nsf)  
Do not use this link now.

Tenderers should also note that final submissions must be made via ProContract, no other submission route is permitted. Failure to follow this path will result in the tender submission being disregarded.

All documents pertaining to this opportunity will be available for download via the ProContract portal from the outset. Please ensure you are able to download all files immediately after accessing the ProContract portal. Categories contained within this Dynamic Purchasing System are to include but not limit to: Admin and Clerical Driving and Industry Education (Unqualified) Education (Qualified) Housing Benefits and Planning Legal Social Care (Unqualified) Social Care (Qualified) Human Resources Information Technology Engineering Facilities and Environment Executive Professionals (Management) Interim.

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

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

##### **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**

4.6.2015