

**United Kingdom-Stratford: Recruitment services**  
**OJ S 144/2014 30/07/2014**  
**Contract notice**  
**Services**

**Directive 2004/18/EC**

**Section I: Contracting authority**

---

**I.1. Name and addresses**

Official name: East Thames Group  
National registration number: GB  
Postal address: 29-35 West Ham Lane  
Town: Stratford  
Postal code: E15 4PH  
Country: United Kingdom  
Contact person: Procurement Manager  
For the attention of: Robin Armstrong  
E-mail: [robin.armstrong@east-thames.co.uk](mailto:robin.armstrong@east-thames.co.uk)  
Telephone: +44 2085368899  
Fax: +44 2085222002

**Internet address(es):**

General address of the contracting authority: [www.east-thames.co.uk](http://www.east-thames.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**

Housing and community amenities

**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**

Provision of Agency and Temporary Staff and Permanent Recruitment (Non-Care) PSL.

**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: Stratford East London E15 4PH.

NUTS code UKI2 Outer London

### **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)**

Agency staff and personnel recruitment agencies required to form a preferred supplier list of between 15 and 25 agencies over 5 lots.

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

79600000 Recruitment services, 79610000 Placement services of personnel, 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: yes

#### **II.1.8. Lots**

This contract is divided into lots: yes

Tenders may be submitted for one or more 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**

The 5 lots comprise expected recruitment costs per annum of 350 000 GBP to 400 000 GBP or 1 000 000 GBP to 1 200 000 GBP total contract value over the 3 year contract.

Estimated value excluding VAT:

Range: between 1 000 000 and 1 200 000 EUR

### **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: 36 (from the award of the contract)

Information about lots

Lot No: 1

Lot title: Admin and clerical roles

#### **1) Short description**

Lot 1 is admin and clerical roles.

#### **2) CPV code(s)**

79600000 Recruitment services, 79610000 Placement services of personnel, 79620000 Supply services of personnel including temporary staff

#### **3) Quantity or scope**

Recruitment costs are estimated as approximately 19 000 GBP per annum or 57 000 GBP over the 3 year contract.

Estimated value excluding VAT:

Range: between 45 000 and 57 000 GBP

**4) Indication about different time frame or duration**

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

**5) Additional information about lots**

Lot No: 2

Lot title: Housing and Housing Management Roles

**1) Short description**

Lot 2 is housing and housing management roles specific to registered social landlords.

**2) CPV code(s)**

79600000 Recruitment services, 79610000 Placement services of personnel, 79620000 Supply services of personnel including temporary staff

**3) Quantity or scope**

Recruitment costs are estimated as approximately 75 000 GBP per annum or 225 000 GBP over the 3 year contract.

Estimated value excluding VAT:

Range: between 200 000 and 225 000 GBP

**4) Indication about different time frame or duration**

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

**5) Additional information about lots**

Lot No: 3

Lot title: IS and Change

**1) Short description**

Lot 3 is information technology roles, specialist lot.

**2) CPV code(s)**

79600000 Recruitment services, 79610000 Placement services of personnel, 79620000 Supply services of personnel including temporary staff

**3) Quantity or scope**

Recruitment costs are estimated as approximately 57 000 GBP per annum or 171 000 GBP over the 3 year contract.

Estimated value excluding VAT:

Range: between 155 000 and 171 000 GBP

**4) Indication about different time frame or duration**

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

**5) Additional information about lots**

Lot No: 4

Lot title: Development and Regeneration

**1) Short description**

Lot 4 is development and regeneration roles, specialist lot.

**2) CPV code(s)**

79600000 Recruitment services, 79610000 Placement services of personnel, 79620000 Supply services of personnel including temporary staff

**3)**

**Quantity or scope**

Recruitment costs are estimated as approximately 75 000 GBP per annum or 225 000 GBP over the 3 year contract.

Estimated value excluding VAT:

Range: between 200 000 and 225 000 GBP

**4) Indication about different time frame or duration**

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

**5) Additional information about lots**

Lot No: 5

Lot title: Professional and technical posts

**1) Short description**

Lot 5 is professional and technical roles, and includes finance, sales and marketing, communications, procurement and contract management, legal services, audit and compliance, human resources, payroll, facilities management, and all other roles not in lots 1 to 4.

**2) CPV code(s)**

79600000 Recruitment services, 79610000 Placement services of personnel, 79620000

Supply services of personnel including temporary staff

**3) Quantity or scope**

Recruitment costs are estimated as 150 000 GBP per annum or 450 000 GBP over the 3 year contract.

Estimated value excluding VAT:

Range: between 425 000 and 450 000 GBP

**4) Indication about different time frame or duration**

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

**5) Additional information about lots****Section III: Legal, economic, financial and technical information**

---

**III.1. Conditions related to the contract****III.1.1. Deposits and guarantees required**

As per the tender documents.

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

As per the tender documents.

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

As per the tender documents.

**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: As per the tender documents.

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

List and brief description of conditions: As per the tender documents.

Minimum level(s) of standards possibly required: As per the tender documents.

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

List and brief description of conditions:

As per the tender documents.

Minimum level(s) of standards possibly required:

As per the tender documents.

**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**

RA250714

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

no

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

Time limit for receipt of requests for documents or for accessing documents: 5.9.2014 - 17:00  
Payable documents: no

**IV.3.4. Time limit for receipt of tenders or requests to participate**  
15.9.2014 - 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 months: 6 (from the date stated for receipt of tender)

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

Date: 16.9.2014 - 10:00

Place:

29-35 West Ham Lane Stratford London E154PH.

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**

**VI.4. Procedures for review**

**VI.4.1. Review body**

Official name: East Thames Group Board

Postal address: 29-35 West Ham Lane Stratford

Town: London

Postal code: E15 4PH

Country: United Kingdom

**VI.4.2. Review procedure**

Precise information on deadline(s) for review procedures: 1.12.2014.

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

Official name: East Thames Board

Postal address: 29-35 West Ham Lane Stratford

Town: London

Postal code: E15 4PH

**VI.5. Date of dispatch of this notice**

25.7.2014