

United Kingdom-Lancaster: Recruitment services
OJ S 138/2017 21/07/2017
Contract notice
Services

Legal Basis:

Directive 2014/24/EU

Section I: Contracting authority

I.1. Name and addresses

Official name: Lancaster University

Postal address: Bailrigg Campus

Town: Lancaster

NUTS code: UKD North West (England)

Postal code: LA1 4YW

Country: United Kingdom

Contact person: Jessica Mottershaw

E-mail: tenders@lancaster.ac.uk

Internet address(es):

Main address: www.lancaster.ac.uk

Address of the buyer profile: <http://www.lancaster.ac.uk/procurement/>

I.3. Communication

The procurement documents are available for unrestricted and full direct access, free of charge, at: <https://in-tendhost.co.uk/lancaster/asp/Home>

Additional information can be obtained from the abovementioned address

Tenders or requests to participate must be submitted to the abovementioned address

I.4. Type of the contracting authority

Body governed by public law

I.5. Main activity

Education

Section II: Object

II.1. Scope of the procurement

II.1.1. Title

Education Executive Search Services Framework.

Reference number: SP/17/891

II.1.2. Main CPV code

79600000 Recruitment services

II.1.3. Type of contract

Services

II.1.4. Short description

The University is inviting tenders on the terms set out in this ITT with the aim of establishing an Education Executive Search Framework. We anticipate appointing 2- 3 specialist Education Executive Search companies to work with the University to help us deliver our recruitment strategy. The term of the contract will be three years, reviewed annually with an option to extend the contract for up to a further year.

Bids are invited from providers who have a proven track record of working with top tier universities in the successful recruitment of the best Academics and Senior Executives in their fields globally.

All procurement documentation can be accessed via the In-Tend Portal: <https://in-tendhost.co.uk/lancaster.aspx/Home>

II.1.5. Estimated total value

Value excluding VAT: 400 000,00 GBP

II.1.6. Information about lots

This contract is divided into lots: no

II.2. Description

II.2.3. Place of performance

NUTS code: UK United Kingdom

NUTS code: UKD North West (England)

Main site or place of performance: Lancaster University.

II.2.4. Description of the procurement

The University is inviting tenders on the terms set out in this ITT with the aim of establishing an Education Executive Search Framework. We anticipate appointing 2- 3 specialist Education Executive Search companies to work with the University to help us deliver our recruitment strategy. The term of the contract will be three years, reviewed annually with an option to extend the contract for up to a further year.

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II.2.5. Award criteria

Criteria below

Quality criterion - Name: Service Delivery / Weighting: 70

Quality criterion - Name: Key Personnel / Weighting: 10

Cost criterion - Name: Price / Weighting: 20

II.2.6. Estimated value

Value excluding VAT: 400 000,00 GBP

II.2.7. Duration of the contract, framework agreement or dynamic purchasing system

Duration in months: 36

This contract is subject to renewal: yes

Description of renewals:

Subject to satisfactory performance, the contract may be extended by an additional 12 months. It is anticipated that this will be renewed at the end of its term. However, this is dependent on business needs.

II.2.10. Information about variants

Variants will be accepted: no

II.2.11. Information about options

Options: no

II.2.13. Information about European Union funds

The procurement is related to a project and/or programme financed by European Union funds:
yes

Identification of the project:

II.2.14. Additional information

It is not currently known whether this contract will be used on projects that are subject to ERDF Funding, but it may be the case in future years.

Section III: Legal, economic, financial and technical information

III.1. Conditions for participation

III.1.1. Suitability to pursue the professional activity, including requirements relating to enrolment on professional or trade registers

List and brief description of conditions:

All requirements can be found in the procurement documentation on the In-Tend Portal:
<https://in-tendhost.co.uk/lancaster/asp/Home>

III.1.2. Economic and financial standing

Selection criteria as stated in the procurement documents

III.1.3. Technical and professional ability

Selection criteria as stated in the procurement documents

III.2. Conditions related to the contract

III.2.2. Contract performance conditions

All requirements can be found in the procurement documentation on the In-Tend Portal:
<https://in-tendhost.co.uk/lancaster/asp/Home>

Section IV: Procedure

IV.1. Description

IV.1.1. Type of procedure

Open procedure

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

The procurement involves the establishment of a framework agreement
Framework agreement with several operators
Envisaged maximum number of participants to the framework agreement: 3

IV.1.8. Information about the Government Procurement Agreement (GPA)

The procurement is covered by the Government Procurement Agreement: yes

IV.2. Administrative information

IV.2.2.

Time limit for receipt of tenders or requests to participate

Date: 07/09/2017 Local time: 12:00

IV.2.3. Estimated date of dispatch of invitations to tender or to participate to selected candidates

IV.2.4. Languages in which tenders or requests to participate may be submitted

English

IV.2.6. Minimum time frame during which the tenderer must maintain the tender

Duration in months: 3 (from the date stated for receipt of tender)

IV.2.7. Conditions for opening of tenders

Date: 07/09/2017 Local time: 12:00

Place:

Lancaster University.

Section VI: Complementary information

VI.1. Information about recurrence

This is a recurrent procurement: yes

Estimated timing for further notices to be published:

Every 3 to 4 years, subject to business needs.

VI.2. Information about electronic workflows

Electronic ordering will be used

Electronic invoicing will be accepted

Electronic payment will be used

VI.3. Additional information

VI.4. Procedures for review

VI.4.1. Review body

Official name: University Secretary, Lancaster University

Postal address: Bailrigg Campus

Town: Lancaster

Postal code: LA1 4YW

Country: United Kingdom

VI.4.4. Service from which information about the review procedure may be obtained

Official name: University Secretary, Lancaster University

Postal address: Bailrigg Campus

Town: Lancaster

Postal code: LA1 4YW

Country: United Kingdom

VI.5. Date of dispatch of this notice

19/07/2017