

United Kingdom-Cheltenham: Supply services of personnel including temporary staff

OJ S 188/2016 29/09/2016

Contract notice

Services

Directive 2004/18/EC

Section I: Contracting authority

I.1. Name and addresses

Official name: Ubico Limited

Postal address: Central Depot, Swindon Road

Town: Cheltenham

Postal code: GL51 9JZ

Country: United Kingdom

E-mail: procurement@gosharedservices.org.uk

Telephone: +44 1285623324

Internet address(es):General address of the contracting authority: www.ubico.co.ukAddress of the buyer profile: <https://in-tendhost.co.uk/gosharedservices>**Additional information can be obtained from:**

Official name: Ubico Limited

Postal address: Central Depot, Swindon Road

Town: Cheltenham

Postal code: GL51 9JZ

Country: United Kingdom

E-mail: procurement@gosharedservices.org.uk

Telephone: +44 1285623324

Internet address: www.ubico.co.uk**Specifications and additional documents (including documents for competitive dialogue and a dynamic purchasing system) can be obtained from:**

Official name: Ubico Limited

Postal address: Central Depot, Swindon Road

Town: Cheltenham

Postal code: GL51 9JZ

Country: United Kingdom

E-mail: procurement@gosharedservices.org.uk

Telephone: +44 1285623324

Internet address: <https://in-tendhost.co.uk/gosharedservices>**Tenders or requests to participate must be submitted:** Official name: Ubico Limited

Postal address: Central Depot, Swindon Road

Town: Cheltenham

Postal code: GL51 9JZ

Country: United Kingdom

Internet address: <https://in-tendhost.co.uk/gosharedservices>**I.2. Type of the contracting authority**

Other: Local authority owned company

I.3. Main activity

Environment

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

Managed Services for Temporary Agency Staff.

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: Cheltenham.

NUTS code UKK13 Gloucestershire

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)

Ubico Limited a local authority owned company set up to deliver environmental services to its primary shareholding Councils through service contracts is seeking an agreement with a service provider for a Managed Service for Temporary Agency Staff to support their service delivery.

Suppliers that wish to take part in this tender process are invited to 'Express and Interest' upon which they will be granted access to the full tender documentation delivery through this e-tendering system <https://in-tendhost.co.uk/gosharedservices>

The tender documents can be accessed from the 'My Tenders' area of the website and selecting the 'View Details' button for this project when registered for the Supply GO Shared Services portal.

Expressions of Interest and questions of clarification will only be accepted until 17:00 hours 31.10.2016 and the deadline for tender submissions via this portal will be 17:00 hours 4.11.2016.

Please allow sufficient time to make your return as late returns will not be accepted.

Contract period will be for 3 years plus possible extension of 1 year subject to performance with service commencement on 1.4.2017. It is acknowledged that a preparation period 10-12 weeks prior to the service commencement date of 1.4.2017 will be required.

If you have any questions of clarification relating to this tender it should be made via correspondence on the portal and can be addressed to the main contact as stated above.

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

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

The value of 6 000 000 GBP is the estimated potential value for the 3 years of service and inclusive of the 1 year extension option. Please note the details of our current service levels or estimated future service levels are provided in good faith as a guide based on previous years requirements and projections to assist in submission of the Tender.

Estimated value excluding VAT: 6 000 000 GBP

II.2.2. Information about options

Options: yes

Description of options: The contract has the option to extend for up to a further 12 months. The total estimated values stated in Section II.2.1) include the option period.

II.2.3. Information about renewals

This contract is subject to renewal: yes

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

Duration in months: 36 (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

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 detailed in the Invitation to Tender.

III.2.2. Economic and financial ability

List and brief description of conditions: As detailed in the Invitation to Tender.

Minimum level(s) of standards possibly required: As detailed in the Invitation to Tender.

III.2.3. Technical and professional ability

List and brief description of conditions:

As detailed in the Invitation to Tender.

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

UBI0006P

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: 31.10.2016
Payable documents: no

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

4.11.2016

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: 90 (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

This is a recurrent procurement: yes

Estimated timing for further notices to be published: October 2020.

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**

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Country: United Kingdom

E-mail: procurement@gosharedservices.org.uk

Telephone: +44 1242775055

Internet address: www.ubico.co.uk

VI.4.2. Review procedure

Precise information on deadline(s) for review procedures: Ubico Limited will incorporate a minimum 10 calendar day standstill period at the point information on the award of the contract is communicated to tenderers. Applicants who are unsuccessful shall be informed by Ubico Limited as soon as possible after the decision has been made as to the reasons why the applicant was unsuccessful. If an appeal regarding the award of the contract has not been successfully resolved, The Public Contracts Regulations 2015 provide for aggrieved parties who have been harmed or at the risk of harm by breach of the rules to take legal action. Any such action must be brought within the applicable limitation period. The purpose of the standstill period referred to above is to allow the parties to apply to the Courts to set aside the award decision before the contract is entered into.

VI.4.3. Service from which information about the review procedure may be obtained**VI.5. Date of dispatch of this notice**

25.9.2016