

United Kingdom-London: Recruitment services
OJ S 197/2013 10/10/2013
Contract notice
Services

Directive 2004/18/EC

Section I: Contracting authority

I.1. Name and addresses

Official name: Hyde Housing Association Limited

Postal address: 30 Park Street

Town: London

Postal code: SE1 9EQ

Country: United Kingdom

E-mail: hydetender3@hyde-housing.co.uk

Internet address(es):

General address of the contracting authority: <http://www.hyde-housing.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 HR Recruitment Services.

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: London.

NUTS code UKI 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)

Hyde are seeking a recruitment services provider to deliver a fully outsourced recruitment services solution for all permanent, temporary and fixed term vacancies. Hyde has on average 300 vacancies per year comprising of various job roles from customer services assistants to specialist property services roles and senior management roles. The provider will use its expertise and knowledge of the market place to source high calibre candidates that specially fits the needs of the business. Hyde have the expectation the provider will develop a detailed understanding of Hydes requirements to meet both short term and long term objectives to a fully outsourced model that provides access to the latest candidate sourcing and assessment techniques which is are fully integrated into recruitment service delivery and in line with our current approach. Components of the service are:

- Candidate sourcing – Permanent and Temporary roles;
- Candidate assessment and selection;
- An element of dDirect candidate attraction through various mechanisms balanced with other attraction mechanisms including senior level headhunting;
- Supply chain management of specialist recruitment suppliers and agencies for both Senior /executive roles and specialist roles in Finance, ICT, Housing, Customer Services, HR, and general admin;
- Improved processes through efficiencies and use of recruitment technology for advertising, applications, and assessments in line with our existing systems;
- Talent Management Services;
- Provision of detailed Management Information to support activity.

II.1.6. CPV code(s)

79600000 Recruitment services, 79610000 Placement services of personnel, 79620000 Supply services of personnel including temporary staff, 79630000 Personnel services except placement and supply 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: 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

Estimated value excluding VAT:

Range: between 1 500 000 and 3 000 000 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: 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

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

III.2.2. Economic and financial ability

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

Minimum level(s) of standards possibly required: As set out in the Pre-Qualification Questionnaire (PQQ).

III.2.3. Technical and professional ability

List and brief description of conditions:

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

Minimum level(s) of standards possibly required:

As 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

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

Restricted

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

Envisaged minimum number 3: and Maximum number 6

Objective criteria for choosing the limited number of candidates: As set out in the Pre-Qualification Questionnaire (PQQ).

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

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

4.11.2013

IV.3.5. Estimated date of dispatch of invitations to tender or to participate to selected candidates

16.12.2013

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

IV.3.8. Conditions for opening of tenders

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

Hyde reserves the right to cancel the procurement at any time and not proceed with all or part of the contract. Hyde will not, under any circumstances, reimburse any expense incurred by bidders in preparing their PQQ or tender submissions. Expressions of interest should be sent to email hydetender3@hyde-housing.co.uk. The expressions of interest will be logged and the PQQ will be sent via email. Deadline for submission of the PQQ is at 12:00 on 11.11.2013.

VI.4. Procedures for review

VI.4.1. Review body

Official name: Royal Court of Justice

Postal address: The Strand

Town: London
Postal code: WC2A 2LL
Country: United Kingdom
Telephone: +44 2079476000

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

8.10.2013