

**United Kingdom-Northampton: Personnel and payroll services**

OJ S 184/2019 24/09/2019

**Contract notice  
Services****Legal Basis:**

Directive 2014/24/EU

**Section I: Contracting authority**

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**I.1. Name and addresses**

Official name: Peterborough Diocese Education Trust  
National registration number: 08509710  
Postal address: Bouverie Court 6 The Lakes, Bedford Road  
Town: Northampton  
NUTS code: UKF24 West Northamptonshire  
Postal code: NN4 7YD  
Country: United Kingdom  
Contact person: Alia Trevanion  
E-mail: [Alia.Trevanion@schoolsbuyingclub.com](mailto:Alia.Trevanion@schoolsbuyingclub.com)  
Telephone: +44 8452577050

**Internet address(es):**

Main address: <https://www.pdet.org.uk/>  
Address of the buyer profile: <https://in-tendhost.co.uk/schoolsbuyingclub>

**I.3. Communication**

The procurement documents are available for unrestricted and full direct access, free of charge, at: <https://in-tendhost.co.uk/schoolsbuyingclub>  
Additional information can be obtained from the abovementioned address  
Tenders or requests to participate must be submitted electronically via: <https://in-tendhost.co.uk/schoolsbuyingclub>  
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**

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**II.1. Scope of the procurement****II.1.1. Title**

BC-10621 Peterborough Diocese Education Trust HR and Payroll  
Reference number: BC-10621

**II.1.2. Main CPV code**

79631000 Personnel and payroll services

**II.1.3.**

## **Type of contract**

Services

### **II.1.4. Short description**

The Peterborough Diocese Education Trust (PDET) is a multi-academy trust formed by the Peterborough Diocese Board of Education. PDET is responsible for employing all staff and managing the finances and other central services for the Academies in the Trust. These services include:

- HR support,
- facilities and premises,
- procurement and school effectiveness.

There are currently 30 primary academies within PDET. PDET's growth continues and will be locally based, serving the communities that lie within the geographical area of Peterborough Diocese. The Trust requires the provision of a fully managed payroll service and a fully integrated Human Resource Management Information System (HRMIS). The contract period will be for an initial 3 year period with the option for 2 further 1-year extensions to a maximum of 5 years.

### **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.2.2. Additional CPV code(s)**

79631000 Personnel and payroll services

### **II.2.3. Place of performance**

NUTS code: UKF25 North Northamptonshire

NUTS code: UKF24 West Northamptonshire

NUTS code: UKF22 Leicestershire CC and Rutland

Main site or place of performance:

### **II.2.4. Description of the procurement**

The Peterborough Diocese Education Trust (PDET) is a multi-academy trust formed by the Peterborough Diocese Board of Education. PDET is responsible for employing all staff and managing the finances and other central services for the Academies in the Trust. These services include:

- HR support,
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### **II.2.5. Award criteria**

Price is not the only award criterion and all criteria are stated only in the procurement documents

#### **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: 60

This contract is subject to renewal: no

#### **II.2.9. Information about the limits on the number of candidates to be invited**

Envisaged minimum number: 5 Maximum number: 8

#### **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:  
no

#### **II.2.14. Additional information**

### **Section III: Legal, economic, financial and technical information**

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#### **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:

As per the tendering documentation.

##### **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

### **Section IV: Procedure**

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#### **IV.1. Description**

##### **IV.1.1. Type of procedure**

Restricted procedure

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

##### **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: 21/10/2019 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

## **Section VI: Complementary information**

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**VI.1. Information about recurrence**

This is a recurrent procurement: no

**VI.3. Additional information**

**VI.4. Procedures for review**

**VI.4.1. Review body**

Official name: Peterborough Diocese Education Trust  
Postal address: Bouverie Court 6 The Lakes, Bedford Road  
Town: Northampton  
Postal code: NN4 7YD  
Country: United Kingdom  
Internet address: <https://www.pdet.org.uk/>

**VI.4.3. Review procedure**

Precise information on deadline(s) for review procedures:

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

19/09/2019