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User Guide | Ref No: 1287

Permanent, Interim and Recruitment Marketing Solutions (PIRMS)

Framework Agreement



About YPO

YPO provides procurement solutions for public sector organisations to set up or renew contracts for a wide-range of services. Established in 1974 by a group of 13 local authorities, we're the UK's largest public sector buying organisation and we're still 100% publicly owned today.

We work closely with our suppliers and collaborate with other public sector buying organisations to achieve efficiencies and value for money, returning all our profits back into the heart of the public sector.

Our team of qualified procurement professionals can offer advice, guidance and expertise on procurement, as well as regular engagement and communication to make sure your objectives are achieved.



This is an interactive PDF

You can click on the items listed above, and they will take you to the relevant page. You can also click on **Contents** in the top right of every page and it will bring you back to this contents page.

Overview

Start date

22 June 2026

Expiry date

21 June 2028

Extension(s) (if applicable)

2 x 12 months

Contract award notice:

<https://www.find-tender.service.gov.uk/Notice/017648-2026?origin=SearchResults&p=1>

Rebate

1% paid by supplier/provider

Geographical Location(s)

National

Overview and Framework Structure

The Permanent, Interim and Marketing Recruitment Solutions is a framework in partnership with the London Borough of Waltham Forest and provides a quick, simple and compliant route to market for interim and permanent recruitment along with HR marketing, advertising and public notices.

Formally known as the Local Government Resourcing Partnership (LGRP) framework, this is the third iteration of this framework.

There are 3 lots on this framework, you can award without competition or run a competitive selection process within each lot.

Structure

The framework, Permanent, Interim and Recruitment Marketing Solutions has been designed to be a quick and compliant route to market and is split into three lots dependant on your requirements.

Lot	Description
01	Interim Recruitment
02	Permanent Recruitment
03	HR Marketing, Advertising and Public Notices



Lot 1 - Specification and Overview

Lot 1 of this framework provides a compliant route to market for Interim recruitment, providers will work closely with organisations to carry out the search and selection of interim roles.

What is an interim?

Interims are defined as highly skilled candidates who are experts within their field. Interims are usually brought into a temporary position on a fixed term basis.

All interim roles are covered by this lot for all of the public sector. A few examples are below:

- Chief Executive
- Directors
- Assistant Directors
- Head of Service

The above is an indicative, not exhaustive, list of roles which can be delivered by our lot 1 providers.

What is the scope of lot 1?

This lot will support the delivery of other services with the PIRMS framework. It is expected in this lot that the following areas can be considered:

- All basic candidate checks will be carried out by the provider
- The impact of IR35 will where possible be assessed by each organisation
- All interim roles are covered by this lot for all of the public sector

The following can be delivered by providers on this lot:

- Review of role profile, role title
- Drafting and placement of online advertising including placements on MJ, Jobs, Go Public etc
- Identification and approaches to targeted individuals in relevant sectors
- Response management
- Provision of pre-qualified longlist (including due diligence through initial telephone screen, Google searching and social media profiling)
- Provision of first interview service

The above is an indicative list of requirements that can be met by the providers on the framework.

You can procure from the providers on this lot via award without competition or a competitive selection process.



Lot 2 - Specification and Overview

Lot 2 of this framework provides a compliant route to market for executive Permanent recruitment, providers will work closely with organisations to carry out the search and selection of permanent roles.

It is envisaged that the framework may be used for the one-off recruitment of permanent workers and the potential for along term partnership for the recruitment of permanent workers.

The providers will work in conjunction with your recruitment advertising team, external recruitment advertisement agencies, and your assessment and testing provider, where cross-working is necessary.

What is the scope of lot 2?

This lot will support the delivery of other services with the PIRMS framework. It is expected in this lot that the following areas can be considered:

- All permanent roles are covered by this lot for all of the public sector
- The impact of IR35 where possible will be assessed by each organisation
- All basic candidate checks will be carried out by the provider

The following can be delivered by providers on this lot:

- Review of role profile, role title
- Drafting and placement of online advertising including placements on MJ, Jobs, Go Public etc
- Identification and approaches to targeted individuals in relevant sectors
- Response management
- Provision of pre-qualified longlist (including due diligence through initial telephone screen, Google searching and social media profiling)
- Provision of first interview service

The above is an indicative list of requirements that can be met by the providers on the framework.

You can procure from the providers on this lot via award without competition or a competitive selection process.



Lot 3 - Specification and Overview

Lot 3 of this framework provides a compliant route to market for HR marketing, advertising and public notices.

Providers will support with a wide range of HR marketing solutions, by providing advice and support to all HR public sector requirements.

This lot will cover two main areas: HR advertising and Public Notices. This lot will allow you to procure individual services, as well as being able to procure campaigns to support your strategies.

HR marketing will deliver flexibility to customers across a variety of services for both campaigns and recruitment advertising, this is likely to include digital marketing, print advertising etc.

Customers have a requirement to advertise Public Notices, this is generally still in printed press in local and regional newspapers. The successful providers will work with you to deliver these services. The service must be compliant with relevant legislation, and the provider will support you, using innovation to adapt to new methods of advertising as they arise.

The services available in this lot shall include, but shall not be limited to:

Recruitment Advertising

- Hourly rates for types of work/worker
- Print advertising
- Digital advertising
- Specific advertising
- Media discounts

Campaign Advertising

- Hourly rates for types of work/worker
- Print advertising
- Digital advertising
- Specific advertising
- Media discounts

Public Notices

- Hourly rates for types of work/worker
- Print advertising
- Digital advertising
- Specific advertising
- Media discounts

Services can be awarded for a one off or a long term Call Off Contract depending on the requirement. The provider will work with you to deliver the specific requirement relevant to the service they need.

The providers shall be required to:

- Support the customers branding guidance and work where possible to provide guidance on this area
- Negotiate the best rates and discounts in the market
- Generate awareness where possible that the public sector is the employer of choice
- Work in line with and provide guidance on specific legal implications for all forms of advertising
- Organise and attend presentations and meetings in relation to all marketing campaigns

How to award/call-off

To access the framework agreement customers should complete and return the Customer Access Agreement.

Permissible users will have the ability to award without competition or carry out a competitive selection process through all lots of the framework.

Award without competition

An award without competition means you can award directly to a provider via the framework without having undertaken a competitive selection process.

Our framework allows you to award without competition to the provider comprising the most advantageous offer for your needs. Best practice is to apply the award criteria set out at a framework level when considering an award without competition, however a contracting authority may also consider other objective justifications specific to their needs. We are happy to help and advise, but it will be for you to determine whether an award without competition is the most appropriate procurement route for your needs.

To consider the providers pricing, you can obtain a copy of the provider pricing documents from YPO or LBWF, or via the framework landing page on ypo.co.uk. Each provider on the framework has a set percentage margin fee for each type of role.

Competitive Selection Process

If you wish to conduct a competitive selection process (formally known as a further competition) between the providers on any lot, you will need to invite all the providers on that lot to submit a bid for the services you require. We can provide template documents and are happy to review drafts on your behalf.

To carry out a competitive selection process you can either:

- Utilise your own documentation and procurement portal
- Utilise our functionality within the framework page at ypo.co.uk
- Download template documents from ypo.co.uk
- Request template documentation from LBWF or YPO

Within your competitive selection process documentation, you will need to explain the type of service you require, this may include an approach to the search and selection strategy for the campaign, indicative timescales and a job description.

You will need to detail within your competitive selection process how you will evaluate the bids, this will include your price:quality weightings. The table below sets out the award criteria ranges available for competitive selection process.

You will need to have approved the call off terms and

conditions for use within your competitive selection process . Once you have identified the successful provider, you will then need to complete the order form and have this signed by both the provider and your organisation.

For lots 1 and 2, providers are likely to require the below information to suggest appropriate candidates via an award without competition or competitive selection process :

- Job title
- Salary
- Job description/person specification/role behaviours
- Organisation structure appropriate to the post

It is the responsibility of the contracting authority to ensure all awards via the PIRMS framework are compliant with the PA2023 where applicable.

Benefits of using the Framework

Flexibility

The framework allows for flexibility across a variety of resourcing requirements, it combines a range of working arrangements and solutions to ensure the providers can meet your needs

Simple to use

Simplicity is what this framework is all about, you can procure across different lots and/or just procure one of services. All you have to do is award without competition or carry out a competitive selection process from the providers and detail your requirements on the order form

Collaborative working

Procuring through this framework will help to collaborate not only with YPO and LBWF but with other organisations from around the country. Engaging and understanding HR services from around the country to develop and manage these services in the most appropriate ways.

Reduced timescales

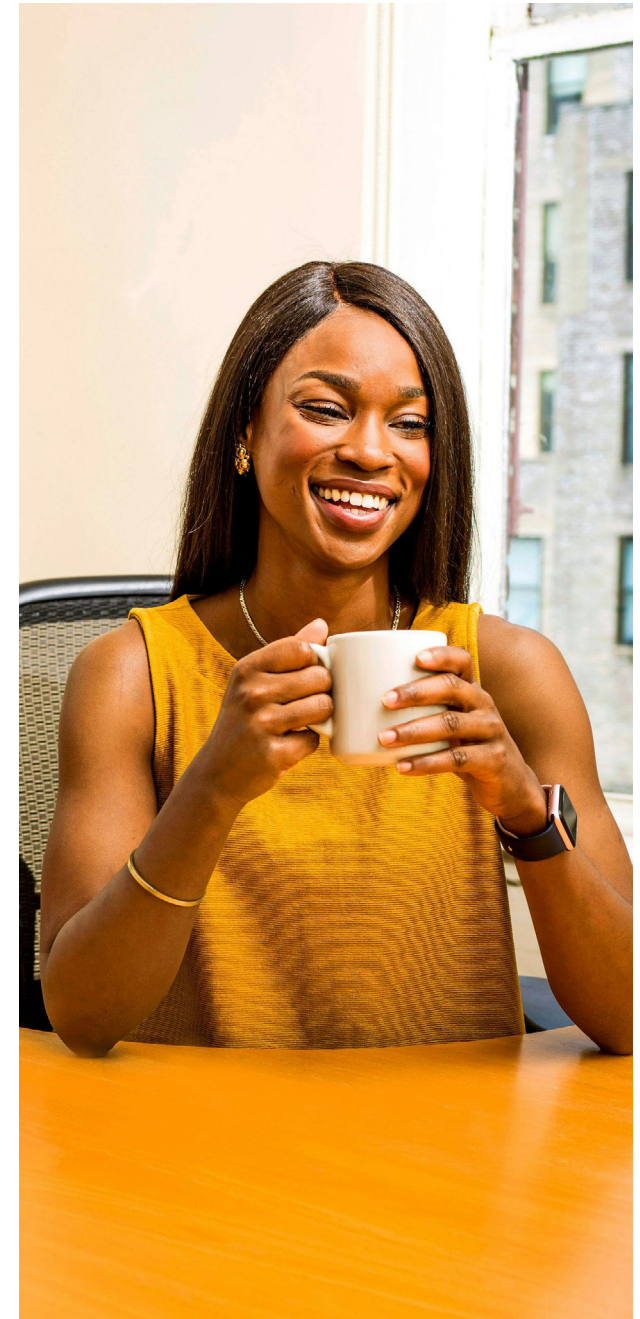
Procuring through the framework will be quick and efficient. You can either award without competition or carry out a competitive selection process.

Standards all checked

YPO and LBWF have already done all the checks to ensure that the providers throughout the framework have all the correct level of standards

Procurement Act 2023 compliant

The framework has been procured under the new PA2023 and is fully compliant with all regulations.



Terms and conditions

Providers awarded to the framework agreement have agreed to and signed YPO's standard Terms and Conditions. These can be amended by the CA and provider by mutual agreement to include additional terms to supplement the standard Terms and Conditions. A variation form is included in the standard Terms and Conditions document to allow customers and providers to amend any terms if required. .

Contact information

For further information or to discuss individual requirements, please use the contact details below:

Email

PIRMS@ypo.co.uk



