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Contract

Secure Human Resources (HR - Software as a Service and Payroll - Outsourced/Service)

South Norfolk Council

F03: Contract award notice

Notice identifier: 2026/S 000-000914

Procurement identifier (OCID): ocids-h6vhtk-060099

Published 7 January 2026, 9:40am

Section I: Contracting authority

I.1) Name and addresses

South Norfolk Council

The Horizon Centre, Peachman Way, Broadland Business Park

Norwich

NR70WF

Contact

Richard Hill

Email

richard.hill@eastsuffolk.gov.uk

Country

United Kingdom

Region code

UKH15 - Norwich and East Norfolk

Justification for not providing organisation identifier

Not on any register

Internet address(es)

Main address

<https://www.southnorfolkandbroadland.gov.uk/>

I.4) Type of the contracting authority

Regional or local authority

I.5) Main activity

General public services

Section II: Object

II.1) Scope of the procurement

II.1.1) Title

Secure Human Resources (HR - Software as a Service and Payroll - Outsourced/Service)

Reference number

2678-PPT-D

II.1.2) Main CPV code

- 72000000 - IT services: consulting, software development, Internet and support

II.1.3) Type of contract

Services

II.1.4) Short description

This is a Contract Award Notice for South Norfolk District Council for Secure Human Resources - HR - Software as a Service and Payroll - Outsourced/Service. It is an award for a Call off from G-Cloud 13 (RM1557.13), Lot 2 Cloud Software

II.1.6) Information about lots

This contract is divided into lots: No

II.1.7) Total value of the procurement (excluding VAT)

Value excluding VAT: £534,983

II.2) Description

II.2.2) Additional CPV code(s)

- 48450000 - Time accounting or human resources software package

II.2.3) Place of performance

NUTS codes

- UKH17 - Breckland and South Norfolk

Main site or place of performance

N/A

II.2.4) Description of the procurement

Contract for HR Software services for SNDC

II.2.5) Award criteria

Price

II.2.11) Information about options

Options: Yes

Description of options

Original Contract Term was 3 years with optional 12 month extension. (which has been triggered with the variation that forms part of this notice).

II.2.14) Additional information

Call off includes:

Original Contract Issued in July 2023 for the original contract value of £515, 983.

AND

The variation to the contract issued 17th July 2025 which:

1/ Triggers the 12 month extension so the contract will now end 20th July 2027

2/ Includes a new CIPHR Analytic subscription at a cost of £19,000.

So total contract award is for £534, 983

Section IV. Procedure

IV.1) Description

IV.1.1) Type of procedure

Award of a contract without prior publication of a call for competition in the cases listed below

- The procurement falls outside the scope of application of the regulations

Explanation:

This is a Contract Award Notice for South Norfolk District Council for a Call off from G-Cloud 13 (RM1557.13), Lot 2 Cloud Software

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

The procurement is covered by the Government Procurement Agreement: Yes

Section V. Award of contract

Contract No

2678-PPT-D

Title

South Norfolk District Council - Secure Human Resources (HR - Software as a Service and Payroll - Outsourced/Service)

A contract/lot is awarded: Yes

V.2) Award of contract

V.2.1) Date of conclusion of the contract

20 February 2023

V.2.2) Information about tenders

Number of tenders received: 1

Number of tenders received from SMEs: 0

Number of tenders received by electronic means: 0

The contract has been awarded to a group of economic operators: No

V.2.3) Name and address of the contractor

CIPHR Ltd

28 - 30 Chapel Street

Marlow

SL7 1DD

Country

United Kingdom

NUTS code

- UKH17 - Breckland and South Norfolk

Companies House

04616229

The contractor is an SME

No

V.2.4) Information on value of contract/lot (excluding VAT)

Initial estimated total value of the contract/lot: £534,983

Total value of the contract/lot: £534,983

Section VI. Complementary information

VI.3) Additional information

This is a Contract Award Notice for South Norfolk District Council for a Call off from G-Cloud 13 (RM1557.13), Lot 2 Cloud Software

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VI.4) Procedures for review

VI.4.1) Review body

High Court

London

Country

United Kingdom