

This is a published notice on the Find a Tender service: <https://www.find-tender.service.gov.uk/Notice/000914-2026>

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](mailto: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

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.

### **VI.4) Procedures for review**

#### **VI.4.1) Review body**

High Court

London

Country

United Kingdom