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Tender

Systems Integrator for SAP S/4 HANA upgrade

University of Leeds

F02: Contract notice

Notice identifier: 2023/S 000-001185

Procurement identifier (OCID): ocds-h6vhtk-037fcd

Published 13 January 2023, 7:05pm

Section I: Contracting authority

I.1) Name and addresses

University of Leeds

Purchasing Office, Woodhouse Lane, University of Leeds

Leeds

LS2 9JZ

Contact

Saima Bibi

Email

s.bibi1@leeds.ac.uk

Telephone

+44 133433798

Country

United Kingdom

Region code

UKE42 - Leeds

Internet address(es)

Main address

<https://neupc.delta-esourcing.com/delta/>

Buyer's address

<https://www.leeds.ac.uk>

I.3) Communication

The procurement documents are available for unrestricted and full direct access, free of charge, at

<https://www.delta-esourcing.com/tenders/UK-UK-Leeds:-Business-transaction-and-personal-business-software-package./M4U5B4A3ND>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted to the above-mentioned address

I.4) Type of the contracting authority

Body governed by public law

I.5) Main activity

Education

Section II: Object

II.1) Scope of the procurement

II.1.1) Title

Systems Integrator for SAP S/4 HANA upgrade

Reference number

PE2022-23/1532

II.1.2) Main CPV code

- 48400000 - Business transaction and personal business software package

II.1.3) Type of contract

Supplies

II.1.4) Short description

The University of Leeds' existing SAP ECC6 environment has been in place since 1999. Since then, the environment has been added to, extending SAP and expanding the systems supporting HR, Finance and Purchasing with other third-party offerings. This has led to an environment in need of simplification and systemisation. The university now wishes to upgrade to SAP S/4 HANA (to ensure interoperability with current systems to be maintained) and move to a new operating model for business support services which is compatible with the institution's existing infrastructure. The university is therefore seeking to procure a reseller/provider of the SaaS SAP S/4 HANA solution, and the services to implement, integrate and configure that solution. Contract value is expected to be approximately £11m for implementation, with annual recurring charges of approximately £1.5m to £2.5m

II.1.5) Estimated total value

Value excluding VAT: £18,500,000

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.2) Additional CPV code(s)

- 48440000 - Financial analysis and accounting software package
- 48450000 - Time accounting or human resources software package
- 48490000 - Procurement software package
- 72212440 - Financial analysis and accounting software development services
- 72212450 - Time accounting or human resources software development services
- 72261000 - Software support services
- 72262000 - Software development services
- 72263000 - Software implementation services
- 72265000 - Software configuration services
- 72266000 - Software consultancy services
- 72267000 - Software maintenance and repair services
- 72268000 - Software supply services
- 72416000 - Application service providers

II.2.3) Place of performance

NUTS codes

- UKE42 - Leeds

Main site or place of performance

Leeds

II.2.4) Description of the procurement

The University of Leeds, established in 1904, is one of the largest higher education institutions in the UK with more than 39,000 students and 9,200 staff. We are renowned

globally for the quality of our teaching and research.

The University's current technology solution for Finance (including payroll), Purchasing and People & Culture (SAP ECC) is planned to be out-of-support by 2025 with extensions likely only available as far as 2027 and then at much increased cost. A replacement Enterprise Resource Planning (ERP) solution needs to be implemented in advance to ensure the University has continuity of operations. The University would like to invest in its technology. SAP has been the University's main corporate system since 1999. The University would like to ensure it has a system that can be easily managed, the functionality leveraged, and utilised. The system should provide operational, regulatory and compliance security, without causing undue risks. Data and technology architecture needs to support service improvement, cost efficiency, and responsive decision making and planning.

The University needs to switch from operating variable non-standard, often complex processes with an undue reliance on manual activity to business-led process re-design to implement standardised, streamlined processes that are technology-enabled. There are also opportunities to move away from low-value-add activity - significant improvements are available through changing the way we work, such as: service centres, self-service, automation, mobile technology, improved service design, workflow management, improved reporting, and data management tools.

The Corporate Processes and Systems (CPS) Programme has been with the vision to create "A University enabled by streamlined and consistent processes and robust and insightful data, with clear ownership and control, supported by modern and future-proofed technology that is understood and enjoyed by its users."

Significant work was undertaken during 2022 to develop a Target Operating Model covering Finance, Purchasing and People & Culture services. Through this procurement the University is seeking to engage a systems integrator to supply and implement an upgrade to the current SAP system and through this support the delivery of the new Target Operating Model. The scope of the services sought includes:

Design of the solution to meet a detailed set of functional and compatibility requirements, including process design (working with University stakeholders), selection of appropriate software modules, sizing etc.

Configuration of the system to meet the University's functional and compatibility requirements

Integration of the system with the University's existing systems (note the University expects some of these systems to be replaced by the new solution)

Migration of data into the new system (with extraction of data from non-SAP legacy systems having been undertaken by the University, with support from the supplier)

Testing of the system

A period of extended support following the end of any usual 'hypercare' period.

Support for broader business change (e.g. changes to organisational structures, behavioural change, capability development) is included as an optional service.

The contract will be for an initial of 36 months. The University will have two options to extend the contract, each option for a period of 12 months, providing a maximum contract duration of 5 years.

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: £18,500,000

II.2.7) Duration of the contract, framework agreement or dynamic purchasing system

Duration in months

36

This contract is subject to renewal

Yes

Description of renewals

Optional 12 month extension + Optional 12 month extension

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

Envisaged minimum number: 3

Maximum number: 4

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

Section III. Legal, economic, financial and technical information

III.1) Conditions for participation

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

IV.1) Description

IV.1.1) Type of procedure

Competitive dialogue

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.2.1) Previous publication concerning this procedure

Notice number: [2022/S 000-031466](#)

IV.2.2) Time limit for receipt of tenders or requests to participate

Date

13 February 2023

Local time

12:00pm

IV.2.3) Estimated date of dispatch of invitations to tender or to participate to selected candidates

24 February 2023

IV.2.4) Languages in which tenders or requests to participate may be submitted

English

IV.2.6) Minimum time frame during which the tenderer must maintain the tender

Duration in months: 6 (from the date stated for receipt of tender)

Section VI. Complementary information

VI.1) Information about recurrence

This is a recurrent procurement: No

VI.2) Information about electronic workflows

Electronic ordering will be used

Electronic invoicing will be accepted

Electronic payment will be used

VI.3) Additional information

To respond to this opportunity, you should download the Selection Questionnaire from the portal and complete and submit this by 15/02/2023

The contracting authority considers that this contract may be suitable for economic operators that are small or medium enterprises (SMEs). However, any selection of tenderers will be based solely on the criteria set out for the procurement.

For more information about this opportunity, please visit the Delta eSourcing portal at:

<https://neupc.delta-esourcing.com/tenders/UK-UK-Leeds:-Business-transaction-and-personal-business-software-package./M4U5B4A3ND>

To respond to this opportunity, please click here:

<https://neupc.delta-esourcing.com/respond/M4U5B4A3ND>

GO Reference: GO-2023113-PRO-21906857

VI.4) Procedures for review

VI.4.1) Review body

High Court of England and Wales

Royal Courts of Justice, Strand, London

London

WC2A 2LL

Telephone

+44 133434104

Country

United Kingdom