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Opportunity

## **Integrated HR and Payroll System for the National Gallery**

The National Gallery

F02: Contract notice

Notice reference: 2022/S 000-001189

Published: 14 January 2022, 2:15pm

### **Section I: Contracting authority**

#### **I.1) Name and addresses**

The National Gallery

Trafalgar Square, Trafalgar Square

London

WC2N 5DN

#### **Contact**

Catherine Tomlinson

#### **Email**

[contracting@ng-london.org.uk](mailto:contracting@ng-london.org.uk)

#### **Telephone**

+44 2077475810

**Country**

United Kingdom

**NUTS code**

UKI32 - Westminster

**Internet address(es)**

Main address

[www.nationalgallery.org.uk](http://www.nationalgallery.org.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-London:-Personnel-and-payroll-services./QS48699K6G>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<https://www.delta-esourcing.com/tenders/UK-title/QS48699K6G>

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**

Recreation, culture and religion

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## **Section II: Object**

### **II.1) Scope of the procurement**

#### **II.1.1) Title**

Integrated HR and Payroll System for the National Gallery

#### **II.1.2) Main CPV code**

- 79631000 - Personnel and payroll services

#### **II.1.3) Type of contract**

Services

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

Provision of integrated HR and Payroll system, compliant with government requirements for connection with public sector pension scheme

#### **II.1.5) Estimated total value**

Value excluding VAT: £400,000

#### **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 codes

- UKI32 - Westminster

Main site or place of performance

Westminster

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

The Gallery requires a HR and payroll system requiring no bespoke software development, however, modifications such as logos, organisation charts, reports and calculations should all be possible within existing functionality of the software selected.

#### **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: £4,000,000

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

Start date

1 October 2022

End date

30 September 2026

This contract is subject to renewal

Yes

Description of renewals

on expiry

#### **II.2.10) Information about variants**

Variants will be accepted: No

#### **II.2.11) Information about options**

Options: Yes

Description of options

options to extend for two period of 24 months each, for maximum contract period of 8 years

### **II.2.13) Information about European Union Funds**

The procurement is related to a project and/or programme financed by European Union funds: No

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## **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

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## **Section IV. Procedure**

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

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

Open procedure

#### **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

14 February 2022

Local time

12:00pm

#### **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: 3 (from the date stated for receipt of tender)

#### **IV.2.7) Conditions for opening of tenders**

Date

14 February 2022

Local time

12:00pm

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## **Section VI. Complementary information**

### **VI.1) Information about recurrence**

This is a recurrent procurement: Yes

Estimated timing for further notices to be published: on expiry

### **VI.2) Information about electronic workflows**

Electronic invoicing will be accepted

### **VI.3) Additional information**

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://www.delta-esourcing.com/tenders/UK-UK-London:-Personnel-and-payroll-services./QS48699K6G>

To respond to this opportunity, please click here:

<https://www.delta-esourcing.com/respond/QS48699K6G>

GO Reference: GO-2022114-PRO-19501178

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

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

The National Gallery

Trafalgar Square

London

WC2N 5DN

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