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Tender

Payroll Services to Bromley Healthcare Community Interest Company

Guy's and St Thomas' NHS Foundation Trust

F02: Contract notice

Notice identifier: 2023/S 000-001341

Procurement identifier (OCID): ocids-h6vhtk-039802

Published 16 January 2023, 8:03pm

Section I: Contracting authority

I.1) Name and addresses

Guy's and St Thomas' NHS Foundation Trust

Great Maze Pond

London

SE1 9RT

Contact

Remmy Kamya

Email

remmy.kamya@lpp.nhs.uk

Country

United Kingdom

Region code

UKI44 - Lewisham and Southwark

Internet address(es)

Main address

<https://www.lpp.nhs.uk/>

Buyer's address

<https://www.lpp.nhs.uk/>

I.3) Communication

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

<https://health-family.force.com/s/Welcome>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<https://health-family.force.com/s/Welcome>

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

Electronic communication requires the use of tools and devices that are not generally available. Unrestricted and full direct access to these tools and devices is possible, free of charge, at

<https://health-family.force.com/s/Welcome>

I.4) Type of the contracting authority

Body governed by public law

I.5) Main activity

Health

Section II: Object

II.1) Scope of the procurement

II.1.1) Title

Payroll Services to Bromley Healthcare Community Interest Company

II.1.2) Main CPV code

- 79211110 - Payroll management services

II.1.3) Type of contract

Services

II.1.4) Short description

Provision of Payroll services to Bromley Healthcare Community Interest Company (CIC)

II.1.5) Estimated total value

Value excluding VAT: £750,000

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

- UK - United Kingdom

Main site or place of performance

Bromley Healthcare Community Interest Company

II.2.4) Description of the procurement

Bromley Healthcare Community Interest Company (CIC) 1.1 is seeking an expert, reliable, and responsive fully integrated payroll and pensions service provider to ensure that

employees are paid accurately and on time through the weekly, fortnightly and monthly payrun, delivering payroll processing and administration (including HR data entry, DBS rechecks, reference provision), pension administration and advice, and account management.

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: £750,000

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

Start date

1 April 2023

End date

31 March 2026

This contract is subject to renewal

Yes

Description of renewals

(1+1 Years) 2 Years Total Extensions

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 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

10 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)

IV.2.7) Conditions for opening of tenders

Date

16 January 2023

Local time

8:00pm

Place

Atamis Procurement Solutions Home : Atamis Ltd

Section VI. Complementary information

VI.1) Information about recurrence

This is a recurrent procurement: Yes

VI.4) Procedures for review

VI.4.1) Review body

The High Court

The Strand

London

WC2A 2LL

Country

United Kingdom

Internet address

<https://www.judiciary.uk/courts-and-tribunals/high-court/>