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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](mailto: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

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**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

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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

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

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## **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/>