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Tender

HR & Payroll System

UNIVERSITY OF SALFORD(THE)

F02: Contract notice

Notice identifier: 2023/S 000-002041

Procurement identifier (OCID): ocds-h6vhtk-038436

Published 23 January 2023, 4:04pm

Section I: Contracting authority

I.1) Name and addresses

UNIVERSITY OF SALFORD(THE)

The Old Fire Station

SALFORD

M54WT

Contact

David Horton

Email

d.horton@salford.ac.uk

Country

United Kingdom

Region code

UKD34 - Greater Manchester South West

Charity Commission (England and Wales)

RC000666

Internet address(es)

Main address

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

I.3) Communication

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

<https://in-tendhost.co.uk/salford.aspx/Home>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<https://in-tendhost.co.uk/salford.aspx/Home>

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**

HR & Payroll System

Reference number

UoS/DH/22/23/QTR3/HR & Payroll System

II.1.2) Main CPV code

- 48000000 - Software package and information systems

II.1.3) Type of contract

Supplies

II.1.4) Short description

The University of Salford requires an integrated HR & Payroll system.

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.3) Place of performance

NUTS codes

- UKD3 - Greater Manchester

II.2.4) Description of the procurement

The new system will support the transformation of HR services across the University by:

1. Reducing the time needed for day-to-day HR operations, and freeing up time to focus on people strategy, employee engagement and workplace culture
2. Delivering better management information to support strategic planning and people management
3. Equipping managers across the University with data and tools to manage teams more effectively and proactively

4. Delivering a better employee experience across all stages of the employee lifecycle, and supporting personal and professional development

5. Reducing business risk, particularly from compliance and payroll perspectives.

The system, once selected, will be implemented within the context of a programme of business change, encompassing people-related processes and procedures.

The envisaged scope of the solution includes: core HR; payroll; employee and manager self-service; absence management; performance management; learning & development; talent management; reward & recognition; management information & reporting, including sector-specific returns such as HESA.

II.2.5) Award criteria

Price is not the only award criterion and all criteria are stated only in the procurement documents

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

Duration in months

120

This contract is subject to renewal

Yes

Description of renewals

Annual subject to reviews and this will be beyond the initial term of 10 years

II.2.10) Information about variants

Variants will be accepted: No

II.2.11) Information about options

Options: 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

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.2.1) Previous publication concerning this procedure

Notice number: [2022/S 000-032226](#)

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

Date

24 February 2023

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

IV.2.7) Conditions for opening of tenders

Date

3 March 2023

Local time

12:00pm

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.4) Procedures for review

VI.4.1) Review body

University of Salford

Salford

M5 4WT

Country

United Kingdom