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Tender

## **Herts for Learning - Managed Payroll Services - Single Supplier Framework Agreement**

Herts for Learning Ltd

F02: Contract notice

Notice identifier: 2021/S 000-003001

Procurement identifier (OCID): ocds-h6vhtk-029320

Published 15 February 2021, 11:11am

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

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

Herts for Learning Ltd

Robertson House, Six Hills Way

Stevenage

SG1 2FQ

#### **Email**

[nicola.wiley@hertsforlearning.co.uk](mailto:nicola.wiley@hertsforlearning.co.uk)

#### **Country**

United Kingdom

#### **NUTS code**

UKH23 - Hertfordshire

## **Internet address(es)**

Main address

<https://www.hertsforlearning.co.uk/>

## **I.3) Communication**

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

<https://in-tendorganiser.co.uk/educationportal>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<https://in-tendorganiser.co.uk/educationportal>

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

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## **Section II: Object**

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

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

Herts for Learning - Managed Payroll Services - Single Supplier Framework Agreement

Reference number

INT/HFL001

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

- 79211110 - Payroll management services

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

Services

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

The framework allows for growth in the market and as such covers all schools in England, not just Hertfordshire. HfL already partner with many maintained schools and academies and market insight has shown that contracting a new payroll provider via HfL (who is already established preferred supplier) would be received positively. It is anticipated that the established relationships would be leverage to grow the customer base for payroll. To support this and further position this partnership as an attractive offer the HR Services department of HfL will maintain the underpinning terms and conditions within the payroll system and support the process of HR contracts administration.

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

Value excluding VAT: £1,250,000

#### **II.1.6) Information about lots**

This contract is divided into lots: No

### **II.2) Description**

#### **II.2.2) Additional CPV code(s)**

- 79211110 - Payroll management services
- 72260000 - Software-related services
- 48100000 - Industry specific software package

### **II.2.3) Place of performance**

NUTS codes

- UK - UNITED KINGDOM

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

The framework allows for growth in the market and as such covers all schools in England, not just Hertfordshire. HfL already partner with many maintained schools and academies and market insight has shown that contracting a new payroll provider via HfL (who is already established preferred supplier) would be received positively. It is anticipated that the established relationships would be leverage to grow the customer base for payroll. To support this and further position this partnership as an attractive offer the HR Services department of HfL will maintain the underpinning terms and conditions within the payroll system and support the process of HR contracts administration.

### **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: £1,250,000

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

Duration in months

48

This contract is subject to renewal

No

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

Envisaged minimum number: 5

Maximum number: 6

#### **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 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**

Restricted procedure

##### **IV.1.3) Information about a framework agreement or a dynamic purchasing**

## **system**

The procurement involves the establishment of a framework agreement

Framework agreement with a single operator

In the case of framework agreements, provide justification for any duration exceeding 4 years:

Framework is 4 years.

### **IV.1.8) Information about the Government Procurement Agreement (GPA)**

The procurement is covered by the Government Procurement Agreement: No

## **IV.2) Administrative information**

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

Date

17 March 2021

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

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## **Section VI. Complementary information**

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

This is a recurrent procurement: No

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

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

Herts for Learning Ltd

Stevenage

SG1 2FQ

Country

United Kingdom