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Tender

## **Stoke on Trent College – Provision of a HR Management System**

Stoke On Trent College

F02: Contract notice

Notice identifier: 2025/S 000-004059

Procurement identifier (OCID): ocids-h6vhtk-04dc79

Published 6 February 2025, 5:51pm

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

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

Stoke On Trent College

Cauldon Campus, Stoke Road

Stoke-on-Trent

ST4 2DG

#### **Email**

[j.buckley@thecpc.ac.uk](mailto:j.buckley@thecpc.ac.uk)

#### **Telephone**

+44 1782208208

#### **Country**

United Kingdom

#### **NUTS code**

UKG23 - Stoke-on-Trent

**Internet address(es)**

Main address

<http://www.stokecoll.ac.uk/>

Buyer's address

<http://www.stokecoll.ac.uk/>

**I.3) Communication**

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

<https://suppliers.multiquote.com>

Additional information can be obtained from another address:

Stoke On Trent College

Cauldon Campus, Stoke Road

Stoke-on-Trent

ST4 2DG

**Email**

[j.buckley@thecpc.ac.uk](mailto:j.buckley@thecpc.ac.uk)

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Tenders or requests to participate must be submitted electronically via

<https://suppliers.multiquote.com>

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**

Stoke on Trent College – Provision of a HR Management System

Reference number

CA15240 -

**II.1.2) Main CPV code**

- 48451000 - Enterprise resource planning software package

**II.1.3) Type of contract**

Supplies

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

Stoke on Trent College has a requirement to appoint a supplier for the supply, implementation, and maintenance of Human Resource Management software solution. Stoke on Trent College is looking to work with a pro-active supplier who will work with Stoke on Trent College to maximise the return on investment.

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

This contract is divided into lots: No

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

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

- 48100000 - Industry specific software package

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

NUTS codes

- UKG23 - Stoke-on-Trent

Main site or place of performance

Stoke

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

Stoke on Trent College has a requirement to appoint a supplier for the supply, implementation, and maintenance of Human Resource Management software solution. Stoke on Trent College is looking to work with a pro-active supplier who will work with Stoke on Trent College to maximise the return on investment.

The chosen supplier would be required to undertake the responsibility for the supply and installation of the software, provide support with the transfer of data and undertake training to key personnel across Stoke on Trent College's site.

Upon going 'live' the chosen supplier will provide support and maintain the software for the duration of the contract. It is a requirement that the new system will go live by 5th January 2026. The College has a turnover circa £20.8 million.

#### **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

108

This contract is subject to renewal

No

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

Variants will be accepted: No

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

Options: Yes

Description of options

108 month(s) from the commencement date, with 36 initial month(s) and option to extend 2x36 month(s)

#### **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.1.1) Suitability to pursue the professional activity, including requirements relating to enrolment on professional or trade registers**

List and brief description of conditions

In the first instance, candidates should register with [multiquote.com](https://multiquote.com) and express an interest in the contract. Contract details can be found under the 'Opportunities' section of the [multiquote.com](https://multiquote.com) homepage. A Selection Questionnaire (SQ) must be completed and returned (via [multiquote.com](https://multiquote.com)) as part of the request to participate process. Candidates will

need to provide as part of the request to participate process evidence of business quality standards, accreditations, and relevant experience. Any candidate found to be guilty of serious misrepresentation in proving false or inaccurate information may be declared ineligible and not selected to continue with the process.

### **III.1.2) Economic and financial standing**

List and brief description of selection criteria

In the first instance, candidates should register with [multiquote.com](https://multiquote.com) and express an interest in the contract. Contract details can be found under the 'Opportunities' section of the [multiquote.com](https://multiquote.com) homepage. A Selection Questionnaire (SQ) must be completed and returned (via [multiquote.com](https://multiquote.com)) as part of the request to participate process. Candidates will need to provide as part of the request to participate process evidence of business quality standards, accreditations, and relevant experience. Any candidate found to be guilty of serious misrepresentation in proving false or inaccurate information may be declared ineligible and not selected to continue with the process.

Minimum level(s) of standards possibly required

As per tender documents

### **III.1.3) Technical and professional ability**

List and brief description of selection criteria

In the first instance, candidates should register with [multiquote.com](https://multiquote.com) and express an interest in the contract. Contract details can be found under the 'Opportunities' section of the [multiquote.com](https://multiquote.com) homepage. A Selection Questionnaire (SQ) must be completed and returned (via [multiquote.com](https://multiquote.com)) as part of the request to participate process. Candidates will need to provide as part of the request to participate process evidence of business quality standards, accreditations, and relevant experience. Any candidate found to be guilty of serious misrepresentation in proving false or inaccurate information may be declared ineligible and not selected to continue with the process.

Minimum level(s) of standards possibly required

As per tender documents

## **III.2) Conditions related to the contract**

### **III.2.2) Contract performance conditions**

As per tender 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

10 March 2025

Local time

12:00pm

#### **IV.2.4) Languages in which tenders or requests to participate may be submitted**

English

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

Date

10 March 2025

Local time

12:00pm

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## **Section VI. Complementary information**

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

This is a recurrent procurement: No

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

Section II.3) – dates refer to the initial contract period and do not include the options of any extensions.

Section IV.3.5) – any dates shown are an estimate.

In the first instance, candidates should register with [www.multiquote.com](http://www.multiquote.com) and express an interest in the contract, full details of the contract will be available.

The Contracting Authority shall not be under any obligation to accept any tender. The Contracting Authority reserves the right to cancel the entire or parts of the tender, without such an action conferring any right to compensation on the Tenderers.

The Contracting Authority has no liability to settle any cost incurred by the tenderer as a result of the tendering procedure.

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

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

Tenet Education Services

Procurement House, 23 Leslie Hough Way

Salford

M6 4AJ

Country

United Kingdom

#### **VI.4.2) Body responsible for mediation procedures**

Tenet Education Services

Procurement House, 23 Leslie Hough Way



Salford

M6 4AJ

Country

United Kingdom

#### **VI.4.3) Review procedure**

Precise information on deadline(s) for review procedures

The authority will incorporate a minimum 10 calendar day standstill period at the point that information on the award of the contract is communicated to tenderers. If an appeal regarding the award of contract has not been successfully resolved then the Public Contracts Regulations 2015 provide for aggrieved parties who have been harmed or are at risk of harm by breach of the rules to take action in the High Court. Any such action must be brought promptly (generally within 3 months).