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Tender

Replacement of ERP System for Finance, HR, Payroll and Procurement

City, University of London

F02: Contract notice

Notice identifier: 2022/S 000-004152

Procurement identifier (OCID): ocids-h6vhtk-0316d3

Published 14 February 2022, 2:15pm

Section I: Contracting authority

I.1) Name and addresses

City, University of London

Northampton Square

London

EC1V 0HB

Email

david.burrows@city.ac.uk

Telephone

+44 2070408022

Country

United Kingdom

NUTS code

UKI31 - Camden and City of London

Internet address(es)

Main address

www.city.ac.uk

I.3) Communication

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

<https://www.delta-esourcing.com/tenders/UK-UK-London:-Business-transaction-and-personal-business-software-package./5292E89B85>

Additional information can be obtained from the above-mentioned address

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

Section II: Object

II.1) Scope of the procurement

II.1.1) Title

Replacement of ERP System for Finance, HR, Payroll and Procurement

Reference number

21-1046

II.1.2) Main CPV code

- 48400000 - Business transaction and personal business software package

II.1.3) Type of contract

Supplies

II.1.4) Short description

City, University of London (City) requires the supply, implementation and support of an ERP system to replace the existing ERP and associated systems used by Human Resources (HR), Payroll, Finance and Procurement across the university. City is seeking a SaaS solution that will enable improved visibility of strategic information across the university for HR, payroll, finance, and procurement whilst improved usability and control will support our staff, students and partners.

The future solution will support:

approximately 100 professional users for HR, Finance, Payroll and Procurement

approximately 2,200 staff

approximately 800 additional people on the payroll (e.g. visiting lecturers)

Contract value is expected to be approximately £8m over the first two years of the contract, with annual charges of £0.5m - £1m thereafter

II.1.5) Estimated total value

Value excluding VAT: £17,000,000

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.2) Additional CPV code(s)

- 48440000 - Financial analysis and accounting software package
- 48450000 - Time accounting or human resources software package
- 48490000 - Procurement software package
- 72212440 - Financial analysis and accounting software development services
- 72212450 - Time accounting or human resources software development services

- 72261000 - Software support services
- 72262000 - Software development services
- 72263000 - Software implementation services
- 72265000 - Software configuration services
- 72266000 - Software consultancy services
- 72267000 - Software maintenance and repair services
- 72268000 - Software supply services
- 72416000 - Application service providers

II.2.3) Place of performance

NUTS codes

- UKI31 - Camden and City of London

Main site or place of performance

Camden and City of London

II.2.4) Description of the procurement

City, University of London is a leading international higher education institution committed to academic excellence, focused on business and the professions with two central London locations. Our main site located in the dynamic Knowledge Quarter, while our Business School is close to the City of London.

The future solution will support:

- approximately 100 professional users for HR, Finance, Payroll and Procurement;
- Approximately 50 professional users for procurement;
- Approximately 2,200 staff
- Approximately 800 additional staff on the payroll

We will be undertaking a competition to determine the most economically advantageous tender for the future solutions and a partner able to share best practices processes. It is anticipated that the contract term will be for 10 years.

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

No

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

Envisaged minimum number: 3

Maximum number: 8

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

II.2.14) Additional information

To respond to this opportunity please click here: <https://www.delta-esourcing.com/respond/5292E89B85>

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

III.2) Conditions related to the contract

III.2.2) Contract performance conditions

As stated in the procurement documentation

Section IV. Procedure

IV.1) Description

IV.1.1) Type of procedure

Restricted 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

18 March 2022

Local time

12:00pm

IV.2.3) Estimated date of dispatch of invitations to tender or to participate to selected candidates

12 April 2022

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)

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.3) Additional information

For more information about this opportunity, please visit the Delta eSourcing portal at:

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GO Reference: GO-2022214-PRO-19648464

VI.4) Procedures for review

VI.4.1) Review body

City University

Northampton Square

London

EC1V 0HB

Email

david.burrows@city.ac.uk

Telephone

+44 2070408022

Country

United Kingdom

VI.4.3) Review procedure

Precise information on deadline(s) for review procedures

City, University of London will incorporate a mandatory Standstill period of 10 (ten) calendar days immediately following notification of intention to enter Preferred Bidder Stage (please see procurement documentation for further details about the Preferred Bidder Stage). Furthermore City will also incorporate a voluntary Standstill period following the notification of selection prior to the ITT stage, and a further voluntary Standstill period following notification of short-listing to presentation and demonstration, each of 7 (seven) calendar days.