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Tender

## **North Warwickshire and South Leicestershire College - HR & Payroll System**

North Warwickshire & Hinckley Collaborative

F02: Contract notice

Notice identifier: 2021/S 000-004181

Procurement identifier (OCID): ocds-h6vhtk-0297b9

Published 2 March 2021, 4:45pm

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

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

North Warwickshire & Hinckley Collaborative

Nuneaton Campus, Hinckley Road

Nuneaton

CV11 6BH

#### **Email**

[eve.ramsay@tenetservices.com](mailto:eve.ramsay@tenetservices.com)

#### **Telephone**

+44 1376511411

#### **Country**

United Kingdom

#### **NUTS code**

UKG1 - Herefordshire, Worcestershire and Warwickshire

**Internet address(es)**

Main address

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

Buyer's address

<http://www.nwhc.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:

North Warwickshire & Hinckley Collaborative

Nuneaton Campus, Hinckley Road

Nuneaton

CV11 6BH

**Email**

[eve.ramsay@tenetservices.com](mailto:eve.ramsay@tenetservices.com)

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

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**

North Warwickshire and South Leicestershire College - HR & Payroll System

Reference number

CA8420 -

**II.1.2) Main CPV code**

- 48450000 - Time accounting or human resources software package

**II.1.3) Type of contract**

Supplies

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

North Warwickshire and South Leicestershire College requires one Supplier for the supply, implementation and maintenance of a HR & Payroll System

#### **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

- UKG13 - Warwickshire

Main site or place of performance

Herefordshire, Worcestershire and Warwickshire

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

The enclosed Invitation to Tender provides information for consideration with respect to North Warwickshire and South Leicestershire College's Contract for the supply, implementation and maintenance of a HR & Payroll System.

The Contract is 5 years with the possibility of 5x 1-year extensions (5+1+1+1+1+1).

The Contract commencement date is 1st August 2021.

#### **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: 6

Maximum number: 6

Objective criteria for choosing the limited number of candidates:

It is known or anticipated that there are a large number of providers in the market, the Contracting Authority has limited resource to evaluate tenders. The Selection Criteria to be used to restrict the number of tenders can be found in the SQ documentation.

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

Variants will be accepted: No

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

Options: Yes

Description of options

120 month(s) from the commencement date, with 60 initial month(s) and option to extend 5x12 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://www.multiquote.com) and express an interest in the contract. Contract details can be found under the 'Opportunities' section of the [multiquote.com](https://www.multiquote.com) homepage. A Selection Questionnaire (SQ) must be completed and returned (via [multiquote.com](https://www.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 providing 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://www.multiquote.com) and express an interest in the contract. Contract details can be found under the 'Opportunities' section of the [multiquote.com](https://www.multiquote.com) homepage. A Selection Questionnaire (SQ) must be completed and returned (via [multiquote.com](https://www.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 providing false or inaccurate information may be declared ineligible and not selected to continue with the process.

Minimum level(s) of standards possibly required

Current Assets are equal to or greater than Current Liabilities.

### **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://www.multiquote.com) and express an interest in the contract. Contract details can be found under the 'Opportunities' section of the [multiquote.com](https://www.multiquote.com) homepage. A Selection Questionnaire (SQ) must be completed and returned (via [multiquote.com](https://www.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 providing false or inaccurate information may be declared ineligible and not selected to continue with the process.

Minimum level(s) of standards possibly required

No pass/fail elements for technical and professional ability section.

## **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

1 April 2021

Local time

5:00pm

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

English

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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.

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

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

North Warwickshire & South Leicestershire College

Hinckley Road

Nuneaton

CV11 6BH

Email

[marie.caves@nwhc.ac.uk](mailto:marie.caves@nwhc.ac.uk)

Country

United Kingdom

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

North Warwickshire & South Leicestershire College

Hinckley Road

Nuneaton

CV11 6BH

Email

[marie.caves@nwhc.ac.uk](mailto:marie.caves@nwhc.ac.uk)

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).

### **VI.4.4) Service from which information about the review procedure may be obtained**

North Warwickshire & South Leicestershire College

Hinckley Road

Nuneaton

CV11 6BH

Email

[marie.caves@nwhc.ac.uk](mailto:marie.caves@nwhc.ac.uk)

Country

United Kingdom