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Tender

Procurement of Enterprise Resource Planning (ERP) Solution

Hull City Council

F01: Prior information notice
Call for competition
Notice identifier: 2022/S 000-004945
Procurement identifier (OCID): ocds-h6vhtk-0319ed
Published 22 February 2022, 12:09pm

Section I: Contracting authority

I.1) Name and addresses

Hull City Council

The Guildhall, Alfred Gelder Street

Hull

HU1 2AA

Contact

Paul Robinson (PROCUREMENT)

Email

paul.robinson2@hullcc.gov.uk

Telephone

+44 1482612769

Country

United Kingdom

NUTS code

UKE11 - Kingston upon Hull, City of

National registration number

168524345

Internet address(es)

Main address

https://www.hull.gov.uk/

Buyer's address

https://uk.eu-supply.com/ctm/Company/CompanyInformation/Index/104102

I.2) Information about joint procurement

The contract is awarded by a central purchasing body

I.3) Communication

Access to the procurement documents is restricted. Further information can be obtained at

https://uk.eu-supply.com/login.asp?B=YORTENDER

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

https://uk.eu-supply.com/login.asp?B=YORTENDER

Tenders or requests to participate must be submitted to the above-mentioned address

Electronic communication requires the use of tools and devices that are not generally available. Unrestricted and full direct access to these tools and devices is possible, free of charge, at

https://uk.eu-supply.com/login.asp?B=YORTENDER

I.4) Type of the contracting authority

Regional or local authority

I.5) Main activity

General public services

Section II: Object

II.1) Scope of the procurement

II.1.1) Title

Procurement of Enterprise Resource Planning (ERP) Solution

Reference number

ERP 22-23

II.1.2) Main CPV code

- 48451000 - Enterprise resource planning software package

II.1.3) Type of contract

Supplies

II.1.4) Short description

The Authority is looking to procure an Enterprise Resource Planning (ERP) solution. The current ERP is used by staff and managers across all areas of the Authority to pay invoices, raise debts, procure supplies, and manage staff. In addition, there are over 40 links with other internal and external systems which involve inbound and outbound data including benefits payments, foster carer payments and Housing rents.

II.1.5) Estimated total value

Value excluding VAT: £6,000,000

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.2) Additional CPV code(s)

- 72212451 - Enterprise resource planning software development services

II.2.3) Place of performance

NUTS codes

- UKE11 - Kingston upon Hull, City of

Main site or place of performance

Kingston Upon Hull

II.2.4) Description of the procurement

The Authority is looking to procure an Enterprise Resource Planning (ERP) solution. The current ERP is used by staff and managers across all areas of the Authority to pay invoices, raise debts, procure supplies, and manage staff. In addition, there are over 40 links with other internal and external systems which involve inbound and outbound data including benefits payments, foster carer payments and Housing rents. The ERP solution will need to facilitate the complex data flows to maintain business continuity. Services that required are Finance (Accounts Payable, Accounts Receivable, General Ledger, Cash Management and Budgeting), Payroll, Human Resources, eProcurement and Contracts, Recruitment and Training and Development. In addition to the system implementation and ongoing support, it will be necessary for the Supplier to help the Authority review, change and embed new working practices and processes that take full advantage of the new opportunities that a new modern system will provide. e.g., automated workflows, access via mobile devices or chat-bots for HR advice etc.

System functionality will include, but is not limited to:

• Disaster recovery process

• User Access controls

• GDPR compliant

• Locally configurable

• Software as a Service (SaaS)

• Managed Service

• Support/ticket process

• Regular upgrades

• Statutory upgrades

• Security patching

• Future Developments

• Project management

• Technical implementation/Config

• Testing

• Data migration

• Process Change and redesign

• Change and adoption management

• System user guides

• Documentation

• Stationery (cheques, statements, invoices, POs, payslips etc)

• General Ledger (GL),

• Creditors (AP),

• Debtors Management (AR)

• Sundry Debt Invoicing

• Enterprise Cash Receipting

• Cash Management (CM)

• Revenue budget monitoring

• Capital budget monitoring

• Grant & Ringfenced (HRA/DSG etc) Budget monitoring

• Forecasting

• Forecast / scenario (including payroll) modelling

• Multi legal Entities (HCC, HCAL, KWL)

- Self-service reporting

- Project Budgeting/Costing and people management

- Fixed Asset Register

- Asset Management accounting

- Mobile access/apps

- Capital / Ringfenced (HRA/DSG) financial capability

- Pay modelling aligned with Organisation Structures in HR/payroll

- Budget setting/modelling

- Chart of Accounts review

- Automated bank reconciliations (income & expenditure)

- Process re-engineering

- RO/RA completion

- Review of current excel/manual systems onto the new system

- Performance planning

- Talent management

- Payroll

- 3rd party deductions

- BACS Bureau 3rd part payments (academies x XX)

- Pensions

- Online learning platform

- Learning and development

- Appraisals/Performance Management

- Employee Relations

- Document Management personal files

- Manager/employee Self Service

- Recruitment & Onboarding

- Joiners, leavers and movers

- Time and attendance

- Expenses

- Catalogue Inventory

- Contract Management

- Sourcing/Quotes

- Supplier performance

- Self-service requisition's

- PO approval workflow

- Procurement policy management/enforcement

- 3-way matching and reconciliation to AP

- e-procurement

- Business Analytics

- Statutory reporting

- Standard monthly reports

- Year End processes

- Trend analysis

- Dynamic graphical dashboards

• Financial planning and modelling (what if)

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: £6,000,000

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

The Authority, at its discretion, may implement two additional extension periods of 24 months. Maximum contract length therefore could be 120 + 24 + 24 = 168 months i.e. 14 years.

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

This is a staged procurement process. Organisations responding to the Call for Competition will be invited to submit a Supplier Selection Questionnaire (SSQ). Thereafter, a maximum of 6 suppliers will be invited to submit a tender (ITT Stage). The Authority may then either select a preferred bidder or alternatively enter into negotiation with one or more Suppliers who have submitted an ITT.

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

Competitive procedure with negotiation

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 expressions of interest

Date

31 March 2022

Local time

12:00pm

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

English

Section VI. Complementary information

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

The Authority is looking for expressions of interest from Suppliers who currently provide an Enterprise Resource Planning (ERP) solution(s) similar to that required by the Authority and that is provided to Local Authorities of a similar size and scale to this Authority. The Authority will not consider Suppliers who are looking to develop a solution that is not already demonstrably in use with another Local Authority.

VI.4) Procedures for review

VI.4.1) Review body

The Monitoring Officer

Hull City Council, The Guildhall, Alfred Gelder Street,,

Hull

HU1 1AA

Telephone

+44 1482300300

Country

United Kingdom

Internet address

www.hull.gov.uk

VI.4.3) Review procedure

Precise information on deadline(s) for review procedures

The deadline to respond to this Call For Competition PIN is 31st March 2022. Suppliers will be initially invited to complete a Supplier Selection Questionnaire which will be accessible via the YORtender e-procurement portal in due course.