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Tender

# Star Academies - HR and Payroll System and Associated Services

Star Academies

F02: Contract notice

Notice identifier: 2025/S 000-005505

Procurement identifier (OCID): ocds-h6vhtk-04e30a

Published 18 February 2025, 8:57am

## **Section I: Contracting authority**

## I.1) Name and addresses

Star Academies

Shadsworth Road

Blackburn

BB1 2HT

#### Contact

Matthew Little

#### **Email**

matthew.little@staracademies.org

#### Country

**United Kingdom** 

#### **NUTS** code

UKD41 - Blackburn with Darwen

#### Internet address(es)

Main address

https://staracademies.org/

## I.3) Communication

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

https://www.in-tendhost.co.uk/educationportal/aspx/Home

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

https://www.in-tendhost.co.uk/educationportal/aspx/Home

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://www.in-tendhost.co.uk/educationportal/aspx/Home

## 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

Star Academies - HR and Payroll System and Associated Services

Reference number

ITT/2025/HRP

#### II.1.2) Main CPV code

• 79414000 - Human resources management consultancy services

#### II.1.3) Type of contract

Services

#### II.1.4) Short description

Star Academies is looking to run an FTS (EU) compliant tender under PCR2015 with the intention of creating a contract with a single supplier for the trust. This will be a restricted process, and a process timetable can be found further below in this document. The supplier selected must be able to provide a complete HR and payroll system as well as fully managed payroll and pension service. Where possible, it is preferred that the supplier will also be able to offer Applicant Tracking System (ATS) and case management integrated functionality to support the trust's digital transformation strategy. Star schools will include primaries and secondaries with a variety of different terms and conditions associated with the Green and Burgundy book which the supplier must be competent in supporting, managing and administering.

#### II.1.5) Estimated total value

Value excluding VAT: £2,000,000

#### II.1.6) Information about lots

This contract is divided into lots: No

#### II.2) Description

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

79414000 - Human resources management consultancy services

#### II.2.3) Place of performance

**NUTS** codes

- UKI London
- UKE4 West Yorkshire
- UKG West Midlands (England)
- UKD4 Lancashire
- UKD3 Greater Manchester

Main site or place of performance

Online, nationwide

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

Star Academies is looking to run an FTS (EU) compliant tender under PCR2015 with the intention of creating a contract with a single supplier for the trust. This will be a restricted process, and a process timetable can be found further below in this document. The supplier selected must be able to provide a complete HR and payroll system as well as fully managed payroll and pension service. Where possible, it is preferred that the supplier will also be able to offer Applicant Tracking System (ATS) and case management integrated functionality to support the trust's digital transformation strategy. Star schools will include primaries and secondaries with a variety of different terms and conditions associated with the Green and Burgundy book which the supplier must be competent in supporting, managing and administering.

#### 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: £2,000,000

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

Start date

1 September 2026

End date

31 August 2031

This contract is subject to renewal

No

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

Maximum number: 4

Objective criteria for choosing the limited number of candidates:

A maximum of four suppliers will be taken through to ITT because this will be a time intensive stage for suppliers and the authority

#### 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

## 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

Cyber Essentials & ISO 27001

#### 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

Restricted procedure

## 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

21 March 2025

Local time

12:00pm

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

4 April 2025

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

English

## **Section VI. Complementary information**

## VI.1) Information about recurrence

This is a recurrent procurement: No

## VI.2) Information about electronic workflows

Electronic invoicing will be accepted

Electronic payment will be used

## VI.4) Procedures for review

VI.4.1) Review body

Star Academies

Shadsworth Road

Blackburn

**BB1 2HT** 

Country

**United Kingdom** 

#### VI.4.3) Review procedure

Precise information on deadline(s) for review procedures

Review by independent SLT member