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Tender

## **Provision of Software Services - Housing Management and Finance System**

Fife Housing Group

F02: Contract notice

Notice identifier: 2025/S 000-005781

Procurement identifier (OCID): ocds-h6vhtk-04e3d0

Published 19 February 2025, 11:23am

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

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

Fife Housing Group

7 Pitreavie Court, Pitreavie Business Park

Dunfermline

KY11 8UU

#### **Contact**

Owen MUnro

#### **Email**

[owen.munro@fifehg.org.uk](mailto:owen.munro@fifehg.org.uk)

#### **Telephone**

+44 1383606162

#### **Country**

United Kingdom

**NUTS code**

UKM72 - Clackmannanshire and Fife

**Internet address(es)**

Main address

<http://www.fifehg.org.uk>

Buyer's address

[https://www.publiccontractsscotland.gov.uk/search/Search\\_AuthProfile.aspx?ID=AA11022](https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA11022)

**I.3) Communication**

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

<https://www.publiccontractsscotland.gov.uk/authority/noticecreate/Question602.aspx?ID=791063>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<https://www.publiccontractsscotland.gov.uk/authority/noticecreate/Question602.aspx?ID=791063>

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.publiccontractsscotland.gov.uk/authority/noticecreate/Question602.aspx?ID=791063>

**I.4) Type of the contracting authority**

Body governed by public law

**I.5) Main activity**

Housing and community amenities

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## **Section II: Object**

### **II.1) Scope of the procurement**

#### **II.1.1) Title**

Provision of Software Services - Housing Management and Finance System

#### **II.1.2) Main CPV code**

- 48100000 - Industry specific software package

#### **II.1.3) Type of contract**

Supplies

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

Provision of Housing IT Software System - Housing Management and Finance System  
2026-31

#### **II.1.5) Estimated total value**

Value excluding VAT: £300,000

#### **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

- UKM72 - Clackmannanshire and Fife

Main site or place of performance

Dunfermline

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

1.1.2 Fife Housing Group (FHG) is following the restricted procedure under the Public Contracts (Scotland) Regulations 2016, and bidders are referred to those Regulations. Bidders are deemed to understand the processes that FHG is required to follow under those Regulations and all applicable European and domestic legislation. The tender process will be conducted using the Public Contracts Scotland portal at [www.publiccontractscotland.gov.uk](http://www.publiccontractscotland.gov.uk).

#### **II.2.5) Award criteria**

Quality criterion - Name: Solution Requirement / Weighting: 40

Quality criterion - Name: Implementation & Support / Weighting: 40

Cost criterion - Name: Cost / Weighting: 20

#### **II.2.6) Estimated value**

Value excluding VAT: £300,000

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

Start date

2 June 2025

End date

2 June 2031

This contract is subject to renewal

No

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

Envisaged number of candidates: 5

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

Variants will be accepted: No

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

Options: No

## **II.2.12) Information about electronic catalogues**

Tenders must be presented in the form of electronic catalogues or include an electronic catalogue

## **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

Covered in ITT Document

### **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**

In ITT Document

### **III.2.3) Information about staff responsible for the performance of the contract**

Obligation to indicate the names and professional qualifications of the staff assigned to performing the contract

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## **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

31 March 2025

Local time

5:00pm

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

15 April 2025

#### **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**

Tender must be valid until: 1 September 2025

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## **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

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

5 year contract . Information is fully covered off in the Tender Documents

NOTE: To register your interest in this notice and obtain any additional information please visit the Public Contracts Scotland Web Site at

[https://www.publiccontractsscotland.gov.uk/Search/Search\\_Switch.aspx?ID=791063](https://www.publiccontractsscotland.gov.uk/Search/Search_Switch.aspx?ID=791063).

The buyer has indicated that it will accept electronic responses to this notice via the Postbox facility. A user guide is available at

[https://www.publiccontractsscotland.gov.uk/sitehelp/help\\_guides.aspx](https://www.publiccontractsscotland.gov.uk/sitehelp/help_guides.aspx).

Suppliers are advised to allow adequate time for uploading documents and to dispatch the electronic response well in advance of the closing time to avoid any last minute problems.

Community benefits are included in this requirement. For more information see:

<https://www.gov.scot/policies/public-sector-procurement/community-benefits-in-procurement/>

A summary of the expected community benefits has been provided as follows:

Covered in the ITT Document

(SC Ref:791063)

Download the ESPD document here:

[https://www.publiccontractsscotland.gov.uk/ESPD/ESPD\\_Download.aspx?id=791063](https://www.publiccontractsscotland.gov.uk/ESPD/ESPD_Download.aspx?id=791063)

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

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

Dunfermline Sheriff Court

Sheriff Court House

Dunfermline

Ky12 7HJ

Country

United Kingdom