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Tender

Finance System

The City of Edinburgh Council

F02: Contract notice

Notice identifier: 2022/S 000-006349

Procurement identifier (OCID): ocds-h6vhtk-030f24

Published 8 March 2022, 4:24pm

Section I: Contracting authority

I.1) Name and addresses

The City of Edinburgh Council

Waverley Court, 4 East Market Street

Edinburgh

EH8 8BG

Contact

Ben Fulton

Email

ben.fulton@edinburgh.gov.uk

Telephone

+44 7729212013

Country

United Kingdom

NUTS code

UKM75 - Edinburgh, City of

Internet address(es)

Main address

<http://www.edinburgh.gov.uk>

Buyer's address

https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA00290

I.3) Communication

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

<https://www.publiccontractsscotland.gov.uk/>

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/>

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/>

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

Finance System

II.1.2) Main CPV code

- 48442000 - Financial systems software package

II.1.3) Type of contract

Supplies

II.1.4) Short description

Finance system and associated services.

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.3) Place of performance

NUTS codes

- UKM75 - Edinburgh, City of

Main site or place of performance

Edinburgh

II.2.4) Description of the procurement

Lothian Pension Fund is seeking a Finance System to manage purchase and sales ledgers and general accounts related duties. There may be options for additional functionality to be added through the life of the contract.

II.2.5) Award criteria

Quality criterion - Name: Quality / Weighting: 75

Price - Weighting: 25

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

It is the intention of LPF that the Contract will commence in September 2022 for a period of five years with the option to extend for up to a further five years undertaken at the sole discretion of LPF.

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

Envisaged minimum number: 3

Maximum number: 4

II.2.10) Information about variants

Variants will be accepted: Yes

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.1.2) Economic and financial standing

List and brief description of selection criteria

Tenderers are required to have a minimum “general” annual turnover of GBP200,000 for the last two financial years. Where a Tenderer does not have an annual turnover of this value, the Council may exclude the Tenderer from the competition or may apply discretion seeking supporting evidence to determine the Tenderer’s suitability to proceed in the competition.

Tenderers will be required provide the following information;

Current ratio for Current Year: 1.2

Current ratio for Prior Year: 1.2

The formula for calculating a Tenderer’s current ratio is current assets divided by current liabilities. The acceptable range for each financial ratio is greater than 1.2. Where a Tenderer’s current ratio is less than the acceptable value, the Council may exclude the Tenderer from the competition or may apply discretion seeking supporting evidence to determine the Tenderer’s suitability to proceed in the competition.

Tenderers are required to hold, or commit to obtaining prior to the commencement of any subsequently awarded contract, the types and levels of insurance indicated below:

Employers (Compulsory) Liability Insurance - GBP5,000,000

Professional Indemnity - GBP5,000,000

Minimum level(s) of standards possibly required

Current ratio for Current Year: 1.2

Current ratio for Prior Year: 1.2

Employers (Compulsory) Liability Insurance - GBP5,000000

Professional Indemnity - GBP5,000000

Section IV. Procedure

IV.1) Description

IV.1.1) Type of procedure

Competitive procedure with negotiation

Accelerated procedure

Justification:

The timescales of this tender stage have been reduced under the terms of paragraph 30 (7) of The Public Contracts (Scotland) Regulations 2015. Previous Prior Information Notice release on 25 January 2022 FTS/OJEU Ref: 2187-2022 (2022/S 000-002187).

IV.1.5) Information about negotiation

The contracting authority reserves the right to award the contract on the basis of the initial tenders without conducting negotiations

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.2.1) Previous publication concerning this procedure

Notice number: [2022/S 000-002187](#)

IV.2.2) Time limit for receipt of tenders or requests to participate

Date

23 March 2022

Local time

2:00pm

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

29 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: 4 (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

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=686204.

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.

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.

(SC Ref:686204)

Download the ESPD document here:

[\[\[https://www.publiccontractsscotland.gov.uk/ESPD/ESPD_Download.aspx?id=686204\]\]](https://www.publiccontractsscotland.gov.uk/ESPD/ESPD_Download.aspx?id=686204)

VI.4) Procedures for review

VI.4.1) Review body

Sheriff Court

Edinburgh

EH1 1LB

Country

United Kingdom