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Tender

## **CBT - HR and Payroll System Technology and Implementation Partner**

Leeds City Council

F02: Contract notice

Notice identifier: 2023/S 000-006378

Procurement identifier (OCID): ocids-h6vhtk-03ae35

Published 3 March 2023, 6:09pm

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

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

Leeds City Council

Civic Hall, 3rd Floor West,

Leeds

LS1 1UR

#### **Email**

[ruth.slack@leeds.gov.uk](mailto:ruth.slack@leeds.gov.uk)

#### **Telephone**

+44 01133785871

#### **Country**

United Kingdom

#### **Region code**

UKE - Yorkshire and the Humber

**National registration number**

171459162

**Internet address(es)**

Main address

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

Buyer's address

<https://yortender.eu-supply.com/ctm/Company/CompanyInformation/Index/104105>

**I.3) Communication**

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

[https://uk.eu-supply.com/app/rfq/rwlenrance\\_s.asp?PID=59314&B=UK](https://uk.eu-supply.com/app/rfq/rwlenrance_s.asp?PID=59314&B=UK)

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/app/rfq/rwlenrance\\_s.asp?PID=59314&B=UK](https://uk.eu-supply.com/app/rfq/rwlenrance_s.asp?PID=59314&B=UK)

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

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

Regional or local authority

**I.5) Main activity**

General public services

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## **Section II: Object**

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

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

CBT - HR and Payroll System Technology and Implementation Partner

Reference number

65366

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

- 72260000 - Software-related services

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

Services

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

The Council is seeking to procure new Core HR and payroll technology alongside an Implementation and Transformation Partner that will work with the Council to:

- a) Successfully implement the new Cloud based Core HR/Payroll solution including integration with the Council's new finance system which is Microsoft Dynamics for Finance and Operations (D365).
- b) Adopt leading practice HR/payroll processes through implementation, transforming the people operation of the Council.
- c) Implement the solution by April 2024 as set out in Appendix B (Implementation Roadmap).
- d) Implement the Core HR and Payroll solution in such a way that it allows the integration of additional modules for occupational health, health and safety, recruitment, selection, onboarding and induction and learning and development by October 2024. These modules either being provided by the Core HR/ Payroll supplier or other supplier(s).

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

Value excluding VAT: £4,500,000

#### **II.1.6) Information about lots**

This contract is divided into lots: No

## **II.2) Description**

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

- 72000000 - IT services: consulting, software development, Internet and support

### **II.2.3) Place of performance**

NUTS codes

- UKE42 - Leeds

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

The Council is seeking to procure new Core HR and payroll technology alongside an Implementation and Transformation Partner that will work with the Council to:

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- b) Adopt leading practice HR/payroll processes through implementation, transforming the people operation of the Council.
- c) Implement the solution by April 2024 as set out in Appendix B (Implementation Roadmap).
- d) Implement the Core HR and Payroll solution in such a way that it allows the integration of additional modules for occupational health, health and safety, recruitment, selection, on-boarding and induction and learning and development by October 2024. These modules either being provided by the Core HR/ Payroll supplier or other supplier(s).

### **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: £4,500,000

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

Start date

23 May 2023

End date

22 May 2027

This contract is subject to renewal

Yes

Description of renewals

4 x 24 month extensions

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

Variants will be accepted: No

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

Options: Yes

Description of options

4 x 24 month extension options

#### **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.1.2) 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**

As set out in the tender documentation

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## **Section IV. Procedure**

### **IV.1) Description**

#### **IV.1.1) Type of procedure**

Open 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

3 April 2023

Local time

12:00pm

#### **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: 3 (from the date stated for receipt of tender)

#### **IV.2.7) Conditions for opening of tenders**

Date

3 April 2023

Local time

12:00pm

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## **Section VI. Complementary information**

### **VI.1) Information about recurrence**

This is a recurrent procurement: No

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

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

The High Court of Justice

London

Country

United Kingdom