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Tender

Payroll

Kent Community Health NHS Foundation Trust

F02: Contract notice

Notice identifier: 2023/S 000-006385

Procurement identifier (OCID): ocds-h6vhtk-03ae3c

Published 5 March 2023, 8:57pm

Section I: Contracting authority

I.1) Name and addresses

Kent Community Health NHS Foundation Trust

110/120 Upper Pemberton, Eureka Park, Kennington

Ashford

TN25 4AZ

Contact

Mrs Annabelle Smith-Whibley

Email

annabelle.smith-whibley@nhs.net

Telephone

+44 1233667838

Country

United Kingdom

Region code

UK - United Kingdom

Internet address(es)

Main address

<http://www.kentcht.nhs.uk>

Buyer's address

<http://www.kentcht.nhs.uk>

I.3) Communication

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

<https://procontract.due-north.com/Advert/Index?advertId=b6ece6da-91bb-ed11-8120-005056b64545>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<https://procontract.due-north.com/Advert/Index?advertId=b6ece6da-91bb-ed11-8120-005056b64545>

I.4) Type of the contracting authority

Body governed by public law

I.5) Main activity

Health

Section II: Object

II.1) Scope of the procurement

II.1.1) Title

Payroll

Reference number

DN656246

II.1.2) Main CPV code

- 79211110 - Payroll management services
 - AA01 - Metal

II.1.3) Type of contract

Services

II.1.4) Short description

Provision of an NHS payroll service

To provide a weekly and monthly payroll to our workforce, including a supplementary run

To have comprehensive knowledge and experience of managing an NHS Payroll and Pension

To be able to transition between the months of July – October 2023 with a go live of the 1st November 2023

To be a provider that meets all the necessary statutory requirements of a payroll provider and has knowledge and experience of using ESR and NHS Pensions Online

The term of the contract is 3 years plus an additional 4 years in tranches of one year

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.2) Additional CPV code(s)

- 79211110 - Payroll management services
- 79631000 - Personnel and payroll services

II.2.3) Place of performance

NUTS codes

- UK - United Kingdom

II.2.4) Description of the procurement

Provision of an NHS payroll service

To provide a weekly and monthly payroll to our workforce, including a supplementary run

To have comprehensive knowledge and experience of managing an NHS Payroll and Pension

To be able to transition between the months of July – October 2023 with a go live of the 1st November 2023

To be a provider that meets all the necessary statutory requirements of a payroll provider and has knowledge and experience of using ESR and NHS Pensions Online

The term of the contract is 3 years plus an additional 4 years in tranches of one year

II.2.5) Award criteria

Price is not the only award criterion and all criteria are stated only in the procurement documents

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

Duration in months

36

This contract is subject to renewal

Yes

Description of renewals

The term of the contract is 3 years plus an additional 4 years in tranches of one year.

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 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

6 April 2023

Local time

12:00pm

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

English

IV.2.7) Conditions for opening of tenders

Date

6 April 2023

Local time

12:30pm

Section VI. Complementary information

VI.1) Information about recurrence

This is a recurrent procurement: Yes

VI.4) Procedures for review

VI.4.1) Review body

Kent Community Health NHS Foundation Trust

Trinity House, 110/120 Eureka Park, Upper Pemberton, Kennington

Ashford

Kent

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