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Tender

## **HR & Payroll Solution**

Argyll and Bute Council

F02: Contract notice

Notice identifier: 2022/S 000-007575

Procurement identifier (OCID): ocds-h6vhtk-032431

Published 21 March 2022, 1:00pm

The closing date and time has been changed to:

**20 April 2022, 5:00pm**

See the [change notice](#).

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

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

Argyll and Bute Council

Kilmory

Lochgilphead

PA31 8RT

#### **Contact**

Emma Graham

#### **Email**

[emma.graham@argyll-bute.gov.uk](mailto:emma.graham@argyll-bute.gov.uk)

**Telephone**

+44 1586555205

**Country**

United Kingdom

**NUTS code**

UKM - Scotland

**Internet address(es)**

Main address

<http://www.argyll-bute.gov.uk>

Buyer's address

[https://www.publiccontractsscotland.gov.uk/search/Search\\_AuthProfile.aspx?ID=AA00063](https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA00063)

**I.3) Communication**

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

[www.publiccontractsscotland.gov.uk](http://www.publiccontractsscotland.gov.uk)

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

[www.publiccontractsscotland.gov.uk](http://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

[www.publiccontractsscotland.gov.uk](http://www.publiccontractsscotland.gov.uk)

**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**

HR & Payroll Solution

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

- 48000000 - Software package and information systems

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

Supplies

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

Argyll and Bute Council is seeking a new HR and Payroll solution. We require a solution that allows our customers (Managers, employees and prospective employees) to open one door to the HR team and the processes and procedures that are associated with their employment.

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

This contract is divided into lots: No

### **II.2) Description**

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

- 48000000 - Software package and information systems

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

NUTS codes

- UKM - Scotland

Main site or place of performance

Argyll and Bute

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

Argyll and Bute Council are seeking a new HR and Payroll solution that allows our customers (Managers, employees and prospective employees) to open one door to the HR team and the processes and procedures that are associated with their employment.

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

Quality criterion - Name: Quality / Weighting: 70

Price - Weighting: 30

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

Duration in months

60

This contract is subject to renewal

Yes

Description of renewals

The Contract may be extended for up to 2 + 2 + 1 years at the option of Argyll and Bute Council, subject to satisfactory performance of the contract.

#### **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

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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

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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.2.1) Previous publication concerning this procedure**

Notice number: [2019/S 223-547102](#)

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

Originally published as:

Date

19 April 2022

Local time

5:00pm

Changed to:

Date

20 April 2022

Local time

5:00pm

See the [change notice](#).

**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)

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

Date

20 April 2022

Local time

9:00am

Place

PCS Post-box.

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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

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=687603](https://www.publiccontractsscotland.gov.uk/Search/Search_Switch.aspx?ID=687603).

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.

(SC Ref:687603)

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

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

Oban Sheriff Court and Justice of the Peace

Oban

Country

United Kingdom