

This is a published notice on the Find a Tender service: <https://www.find-tender.service.gov.uk/Notice/008352-2024>

Planning

## **\*Pre-Market Engagement Exercise\* for the Provision of a School Financial and Payroll/HR Management solution(s)**

Education Authority

F01: Prior information notice

Prior information only

Notice identifier: 2024/S 000-008352

Procurement identifier (OCID): ocds-h6vhtk-0448fe

Published 15 March 2024, 11:19am

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

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

Education Authority

40 Academy Street

Belfast

BT1 2NQ

#### **Email**

[michelle.carlisle@eani.org.uk](mailto:michelle.carlisle@eani.org.uk)

#### **Country**

United Kingdom

#### **Region code**

UK - United Kingdom

**Internet address(es)**

Main address

<https://etendersni.gov.uk/epps>

Buyer's address

<https://etendersni.gov.uk/epps>

**I.3) Communication**

Additional information can be obtained from the above-mentioned address

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

Body governed by public law

**I.5) Main activity**

Education

---

## **Section II: Object**

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

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

\*Pre-Market Engagement Exercise\* for the Provision of a School Financial and Payroll/HR Management solution(s)

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

- 48812000 - Financial information systems

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

Supplies

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

**\*\* This is not a tender exercise by the Education Authority\*\*** The Education Authority (EA) would like to invite participation in a Pre-Market Engagement exercise to seek the views of the market for the Provision of a School Financial and Payroll/HR Management solution(s). The purpose of this Preliminary Market Engagement (PME) Exercise is for the Education Authority (EA) to gain an understanding of the latest developments and innovative solutions in the provision of a 'best of breed' Financial and Payroll/HR Management solution(s) in school settings. This PME exercise will be used to assist EA in gaining a better understanding of the feasibility of the requirements, the most appropriate procurement and operational approach, the capacity of the market to deliver the requirements and an opportunity for the market to highlight any possible risks or issues that may not have previously been considered. As part of the PME exercise, respondents may be invited to a follow-up session to explore and discuss the information provided in their response via MS Teams within an agreed time frame. This session may include providing a demonstration of the proposed Financial and Payroll/HR Management solution(s). EA is also seeking indicative costs to help inform the business case on the commercial aspects for the delivery and implementation of the solution(s). For the avoidance of doubt, this is the scoping phase of the project and is not part of a formal procurement process. Further information including the questionnaire can be downloaded from CfT Documents. The questionnaire must be completed and returned via the eTendersNI Messaging function no later than 15:00 on Wednesday 27 March 2024. There are no formal tender documents to be completed other than the questionnaire.

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

This contract is divided into lots: No

## **II.2) Description**

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

- 48440000 - Financial analysis and accounting software package

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

NUTS codes

- UKN - Northern Ireland

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

**\*\* This is not a tender exercise by the Education Authority\*\*** The Education Authority (EA) would like to invite participation in a Pre-Market Engagement exercise to seek the views of the market for the Provision of a School Financial and Payroll/HR Management solution(s). The purpose of this Preliminary Market Engagement (PME) Exercise is for the Education Authority (EA) to gain an understanding of the latest developments and innovative solutions in the provision of a 'best of breed' Financial and Payroll/HR Management solution(s) in school settings. This PME exercise will be used to assist EA in gaining a better understanding of the feasibility of the requirements, the most appropriate procurement and operational approach, the capacity of the market to deliver the requirements and an opportunity for the market to highlight any possible risks or issues that may not have previously been considered. As part of the PME exercise, respondents may be invited to a follow-up session to explore and discuss the information provided in their response via MS Teams within an agreed time frame. This session may include providing a demonstration of the proposed Financial and Payroll/HR Management solution(s). EA is also seeking indicative costs to help inform the business case on the commercial aspects for the delivery and implementation of the solution(s). For the avoidance of doubt, this is the scoping phase of the project and is not part of a formal procurement process. Further information including the questionnaire can be downloaded from CfT Documents. The questionnaire must be completed and returned via the eTendersNI Messaging function no later than 15:00 on Wednesday 27 March 2024. There are no formal tender documents to be completed other than the questionnaire.

## **II.3) Estimated date of publication of contract notice**

31 May 2024

---

## **Section IV. Procedure**

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

#### **IV.1.8) Information about the Government Procurement Agreement (GPA)**

The procurement is covered by the Government Procurement Agreement: Yes

---

## **Section VI. Complementary information**

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

The date relating to the publication of the contract notice is tentative and may be subject to change. All future documentation will be made available via <https://etendersni.gov.uk> and potential tenderers should register on the website to ensure they have access to tender documentation when the tender is published.