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Tender

HR, Finance and Planning Systems

London & Partners

F02: Contract notice

Notice identifier: 2023/S 000-008392

Procurement identifier (OCID): ocds-h6vhtk-03b53e

Published 22 March 2023, 4:40pm

Section I: Contracting authority

I.1) Name and addresses

London & Partners

1st Floor, 169 Union Street

London

SE1 0LL

Contact

Lina Gonzalez Gomez

Email

procurement@equantiis.com

Telephone

+44 02033767447

Country

United Kingdom

NUTS code

UK - United Kingdom

Internet address(es)

Main address

www.londonandpartners.com

Buyer's address

https://www.mytenders.co.uk/search/Search_AuthProfile.aspx?ID=AA43152

I.3) Communication

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

www.londonandpartners.com

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

www.londonandpartners.com

I.4) Type of the contracting authority

Other type

Third Sector

I.5) Main activity

Other activity

Marketing

Section II: Object

II.1) Scope of the procurement

II.1.1) Title

HR, Finance and Planning Systems

Reference number

PROC154

II.1.2) Main CPV code

- 72212442 - Financial systems software development services

II.1.3) Type of contract

Services

II.1.4) Short description

London & Partners intend to replace the current finance system Navision v2016 which is now out of mainstream support from the vendor. Additionally, the HR Solution, Access Group, is also approaching renewal in March 2023 and is now scheduled for a review as part of the agreed planning phase.

Your response may be for one or more of the lots. Please indicate clearly which lot(s) you are responding to.

II.1.6) Information about lots

This contract is divided into lots: Yes

Tenders may be submitted for all lots

The contracting authority reserves the right to award contracts combining the following lots or groups of lots:

Lot 1 - HR

Lot 2 – Finance

Lot 3 – Planning

II.2) Description

II.2.1) Title

HR

Lot No

1

II.2.2) Additional CPV code(s)

- 72212450 - Time accounting or human resources software development services

II.2.3) Place of performance

NUTS codes

- UKI44 - Lewisham and Southwark

II.2.4) Description of the procurement

The HR requirements includes documentation and employee records management, comprising of record creations and maintaining medical records and capturing outside interests.

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: £720,000

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

Renewals will be subject to internal procurement policies and procedures and will be discussed with the incoming supplier at the appropriate time.

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

II.2.14) Additional information

720,000 GBP Estimated value is for the total spend across all 3 Lots

II.2) Description

II.2.1) Title

Finance

Lot No

2

II.2.2) Additional CPV code(s)

- 48442000 - Financial systems software package

II.2.3) Place of performance

NUTS codes

- UKI44 - Lewisham and Southwark

II.2.4) Description of the procurement

Finance The HR requirements includes supplier record management, including credit checks. The system must be able to handle debtor management, payments, exchange rates, purchase invoices and sales invoices, VAT returns, and support London & Partners

ability to undertake forecasting and budgeting, manage fixed assets, with the ability to create Financial reports which provide business insights. London & Partners also need to be able to manage expenses and payroll alongside HR processes and the HR system

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: £720,000

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

Renewals will be subject to internal procurement policies and procedures and will be discussed with the incoming supplier at the appropriate time.

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

II.2.14) Additional information

720,000 GBP Estimated Value is for all 3 Lots.

II.2) Description

II.2.1) Title

Planning

Lot No

3

II.2.2) Additional CPV code(s)

- 72222000 - Information systems or technology strategic review and planning services

II.2.3) Place of performance

NUTS codes

- UKI44 - Lewisham and Southwark

II.2.4) Description of the procurement

Planning We manage our business within the constraints of budgets and capacity to execute the activities that will best help us deliver our corporate outcomes (measured as gross value add and net promoter score, may in the future also include size of carbon footprint)

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: £720,000

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

Duration in months

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This contract is subject to renewal

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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

II.2.14) Additional information

720,000 GBP Estimated Value is for all 3 Lots

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 per Tender documents attached.

Section IV. Procedure

IV.1) Description

IV.1.1) Type of procedure

Open procedure

IV.1.3) Information about a framework agreement or a dynamic purchasing system

The procurement involves the establishment of a framework agreement

Framework agreement with several operators

Envisaged maximum number of participants to the framework agreement: 3

In the case of framework agreements, provide justification for any duration exceeding 4 years:

Important Business Requirement, essential that the contract runs for 5 years to accommodate business needs.

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

The procurement is covered by the Government Procurement Agreement: No

IV.2) Administrative information

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

Date

28 April 2023

Local time

5:00pm

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

28 April 2023

Local time

5:00pm

Section VI. Complementary information

VI.1) Information about recurrence

This is a recurrent procurement: No

VI.2) Information about electronic workflows

Electronic payment will be used

VI.3) Additional information

IMPORTANT

The Respondent is required to advise Equantiis of its intention to accept or decline this RFP. Notification shall be made via email to procurement@equantiis.com as per the RFP timeline.

Any enquiries or requests for clarification of any matters arising from this RFP should be directed to procurement@equantiis.com Suppliers should not approach the client (London and Partners) directly.

Further details around the opportunity can be found in the Tender Documents attached to this notice.

NOTE: To register your interest in this notice and obtain any additional information please visit the myTenders Web Site at https://www.mytenders.co.uk/Search/Search_Switch.aspx?ID=228995.

(MT Ref:228995)

VI.4) Procedures for review

VI.4.1) Review body

Public Procurement Review Service

Cabinet Office

London

Email

publicprocurementreview@cabinetoffice.gov.uk

Telephone

+44 3450103503

Country

United Kingdom

Internet address

<https://www.gov.uk/government/publications/public-procurement-review-service-scope-and-remit>