

This is a published notice on the Find a Tender service: <https://www.find-tender.service.gov.uk/Notice/008656-2022>

Tender

## **Tender for a System incorporating Human Resources, Duties Management & Training Administration**

West Mercia Police

F02: Contract notice

Notice identifier: 2022/S 000-008656

Procurement identifier (OCID): ocds-h6vhtk-03286b

Published 31 March 2022, 11:39am

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

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

West Mercia Police

Hindlip Hall

Worcester

WR3 8SP

#### **Contact**

Farzad Zeb

#### **Email**

[farzad.zeb@westmercia.police.uk](mailto:farzad.zeb@westmercia.police.uk)

#### **Telephone**

+44 1905331621

#### **Country**

United Kingdom

**NUTS code**

UKG1 - Herefordshire, Worcestershire and Warwickshire

**National registration number**

N/A

**Internet address(es)**

Main address

<http://www.westmercia.police.uk>

**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=45438&B=BLUELIGHT](https://uk.eu-supply.com/app/rfq/rwlenrance_s.asp?PID=45438&B=BLUELIGHT)

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=45438&B=BLUELIGHT](https://uk.eu-supply.com/app/rfq/rwlenrance_s.asp?PID=45438&B=BLUELIGHT)

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

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

Body governed by public law

**I.5) Main activity**

Public order and safety

---

**Section II: Object**

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

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

Tender for a System incorporating Human Resources, Duties Management & Training Administration

Reference number

11405

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

- 72261000 - Software support services

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

Services

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

The West Mercia Police & Crime Commissioner (the Authority) invites you to tender for the provision for and implementation of a system that incorporates Human Resources, Duties Management and Training Administration. The solution needs to be tried and tested in the policing environment (or equivalent) to minimise any risk of operational impact.

The Contract will be with a single supplier to commence on date of Purchase Order and shall run for a period of 3 years with an option to extend for a further 2 x 12 months at the Authority's discretion following a review of the service. This extension period shall be subject to:

- The organisational requirements of the Authority.
- The Contractor maintaining levels of performance which are acceptable to the Authority throughout the preceding contract period.
- The Contractor offering levels of pricing and value which are acceptable to the Authority for the extension period.

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

Value excluding VAT: £3,000,000

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

This contract is divided into lots: No

## **II.2) Description**

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

- 48450000 - Time accounting or human resources software package

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

NUTS codes

- UKG1 - Herefordshire, Worcestershire and Warwickshire

Main site or place of performance

WR3 8SP

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

The existing HR, DMS and TAS system provides a number of capabilities to West Mercia Police.

The Human Resources (HR) element provides the capability for the recording and management of employee records including personal data (name, DOB, address, gender, ethnicity etc), leave, sickness and disciplinary information. The existing system holds details of circa 4,000 employees and contains legacy information of individuals who have left or retired from the organisation. It also allows for reporting to the home office on specific categories.

The Duties Management System (DMS) element enables future scheduling of officers and staff, assigning individuals to specific areas or units on a daily, weekly or monthly basis.

The Training Administration System (TAS) element provides the capability for the recording and management of training records associated to employees including expiry data.

The data contained within this system is central to the effective operation of the force, and as such there is a strong need for this data to be accessible, and to be able to be integrated to a significant number of other systems within West Mercia. The solution will need to be able to broker these data exchanges, to ensure the data within is as interoperable as possible.

This tender is seeking a contractor to deliver to the organisation a new, current, modern solution to cater for these business practices and processes.

It is required that the successful contractor will (as part of the implementation services) complete a migration of West Mercia data within the current system to the new 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: £3,000,000

#### **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

Initial period of 36 months followed by 2 x 12 months renewals subject to satisfactory performance

#### **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**

The Authority expressly reserves the right to make changes to the tendering timetable and accepts no liability should this happen. Interested bidders will be notified of any changes as required

---

## **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.2) Conditions related to the contract**

#### **III.2.2) Contract performance conditions**

Option to extend for a further 2 x 12 months at the Authority's discretion following a review of the service. This extension period shall be subject to:

- The organisational requirements of the Authority.
- The Contractor maintaining levels of performance which are acceptable to the Authority throughout the preceding contract period.
- The Contractor offering levels of pricing and value which are acceptable to the Authority for the extension period

---

## **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

27 May 2022

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

27 May 2022

Local time

12:01pm

---

## **Section VI. Complementary information**

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

This is a recurrent procurement: Yes

Estimated timing for further notices to be published: 60 months

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

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

West Mercia Police and Crime Commissioner

Hindlip Hall, Hindlip

Worcester

WR3 8SP

Country

United Kingdom