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Contract

Meridian Trust – Payroll, HR Administration and Associated Services

Meridian Trust

F03: Contract award notice

Notice identifier: 2023/S 000-008857

Procurement identifier (OCID): ocids-h6vhtk-0359fa

Published 27 March 2023, 3:44pm

Section I: Contracting authority

I.1) Name and addresses

Meridian Trust

Gibraltar Lane, Swavesey

Cambridge

CB24 4RS

Contact

Steve Parker

Email

tenders@minervapcs.com

Telephone

+44 1256467107

Country

United Kingdom

NUTS code

UKH12 - Cambridgeshire CC

Internet address(es)

Main address

<https://www.meridiantrust.co.uk/>

I.4) Type of the contracting authority

Other type

Education Institute

I.5) Main activity

Education

Section II: Object

II.1) Scope of the procurement

II.1.1) Title

Meridian Trust – Payroll, HR Administration and Associated Services

Reference number

MPN-10229

II.1.2) Main CPV code

- 79631000 - Personnel and payroll services

II.1.3) Type of contract

Services

II.1.4) Short description

Meridian Trust is currently out to tender for the provision of a Payroll, HR Administration System and Associated Services. Suppliers that would like to take part in this process are invited to •Express Interest• upon which they will be given access to the full tender documentation through this e-tendering system. When the tender documents have been made available, suppliers will receive notification via email and the tender documents can be accessed from the •My Tender• area of this website and by selecting the •View Details• button of this project. Please allow sufficient time to make your return as late returns will not be accepted. Any questions relating to this tender should be made via the correspondence section of this website.

II.1.6) Information about lots

This contract is divided into lots: No

II.1.7) Total value of the procurement (excluding VAT)

Value excluding VAT: £650,702.26

II.2) Description

II.2.2) Additional CPV code(s)

- 79631000 - Personnel and payroll services

- 79211110 - Payroll management services

II.2.3) Place of performance

NUTS codes

- UKH12 - Cambridgeshire CC

II.2.4) Description of the procurement

Meridian Trust Trust is currently out to tender for the provision of a Payroll, HR Administration and Associated Services Full details of the system functionality and supporting services the Trust requires are available via the Statement of Requirements which is part of the tender documentation.

II.2.5) Award criteria

Quality criterion - Name: All criteria are stated only in the procurement documents /
Weighting: 80

Price - Weighting: 20

II.2.11) Information about options

Options: Yes

Description of options

The Contract value will be awarded for an initial period of three years with two possible extensions of 12 months meaning a maximum contract length of five years

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 duration detailed above includes the initial term of three years as well as the two optional contract extension periods of 12 months each.

Section IV. Procedure

IV.1) Description

IV.1.1) Type of procedure

Restricted 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: [2022/S 000-021783](#)

Section V. Award of contract

Contract No

Meridian Trust

Title

Payroll, HR Administration and Associated Services

A contract/lot is awarded: Yes

V.2) Award of contract

V.2.1) Date of conclusion of the contract

10 March 2023

V.2.2) Information about tenders

Number of tenders received: 4

Number of tenders received from SMEs: 2

Number of tenders received from tenderers from other EU Member States: 0

Number of tenders received from tenderers from non-EU Member States: 0

Number of tenders received by electronic means: 4

The contract has been awarded to a group of economic operators: No

V.2.3) Name and address of the contractor

MHR International UK Limited

Peterbridge House

Northampton

Country

United Kingdom

NUTS code

- UKF24 - West Northamptonshire

Internet address

<https://mhrglobal.com/uk/en>

The contractor is an SME

No

V.2.4) Information on value of contract/lot (excluding VAT)

Initial estimated total value of the contract/lot: £525,000

Total value of the contract/lot: £650,702.26

Section VI. Complementary information

VI.4) Procedures for review

VI.4.1) Review body

High Court

Strand

London

WC2A 2LL

Country

United Kingdom

VI.4.3) Review procedure

Precise information on deadline(s) for review procedures

Meridian Trust will incorporate a standstill period at the point information on the award of the contract is communicated to tenderers. That notification will provide full information on the award decision. The standstill period, which will be for a minimum of 10 calendar days, provides time for unsuccessful tenderers to challenge the award decision before the contract is entered into. The Public Contracts Regulations 2015 provide for aggrieved parties who have been harmed or are at risk of harm by a breach of the rules to take action in the High Court (England, Wales and Northern Ireland)