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Tender

## **Outsourced Financial Support Services**

Single Source Regulations Office

F02: Contract notice

Notice identifier: 2023/S 000-008882

Procurement identifier (OCID): ocds-h6vhtk-03b66f

Published 27 March 2023, 7:05pm

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

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

Single Source Regulations Office

Finlaison House, 15-17 Furnival Street

London

EC4A 1AB

#### **Contact**

Liam James

#### **Email**

[tenders@ssro.gov.uk](mailto:tenders@ssro.gov.uk)

#### **Telephone**

+44 2037714788

#### **Country**

United Kingdom

**Region code**

UKI - London

**Internet address(es)**

Main address

<https://www.gov.uk/government/organisations/single-source-regulations-office>

Buyer's address

<https://www.gov.uk/government/organisations/single-source-regulations-office>

**I.3) Communication**

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

<https://www.delta-esourcing.com/respond/474W926QFJ>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<https://www.delta-esourcing.com/respond/474W926QFJ>

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

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

Other type

Non Departmental Public Body

**I.5) Main activity**

Other activity

Regulator

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## **Section II: Object**

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

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

Outsourced Financial Support Services

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

- 79200000 - Accounting, auditing and fiscal services

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

Services

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

The SSRO is seeking to award a contract for the provision of finance support services, to include day-to-day support for financial accounting, management accounting and payments (staff and suppliers). The supplier will provide a secure web-based finance system, including for the purposes of raising purchase orders and processing/authorising invoices. The supplier will also provide a web-based “self-service” solution for claiming/approving employee expenses. The SSRO may require the supplier, from time to time, to provide professional financial advice, including in relation to taxation and the application of accounting standards.

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

Value excluding VAT: £312,500

#### **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

- UKI - London

Main site or place of performance

LONDON

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

The SSRO is seeking to award a contract for the provision of finance support services, to include day-to-day support for financial accounting, management accounting and payments (staff and suppliers). The supplier will provide a secure web-based finance system, including for the purposes of raising purchase orders and processing/authorising invoices. The supplier will also provide a web-based “self-service” solution for claiming/approving employee expenses. The SSRO may require the supplier, from time to time, to provide professional financial advice, including in relation to taxation and the application of accounting standards.

#### **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: £312,500

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

Duration in months

63

This contract is subject to renewal

No

#### **II.2.10) Information about variants**

Variants will be accepted: No

#### **II.2.11) Information about options**

Options: Yes

Description of options

The term of the contract shall be for a period of 3 years and 3 months, with the option for

the authority to extend term on up to two occasions, each for a period of 12 months.

### **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**

To respond to this opportunity please click here: <https://www.delta-sourcing.com/respond/474W926QFJ>

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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.2.2) 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

2 May 2023

Local time

9:00am

Place

London

Information about authorised persons and opening procedure

SSRO procurement staff with access to the Delta eSourcing portal

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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 invoicing will be accepted

Electronic payment will be used

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

All information is provided in the ITT

For more information about this opportunity, please visit the Delta eSourcing portal at:

<https://www.delta-esourcing.com/tenders/UK-UK-London:-Accounting%2C-auditing-and-fiscal-services./474W926QFJ>

To respond to this opportunity, please click here:

<https://www.delta-esourcing.com/respond/474W926QFJ>

GO Reference: GO-2023327-PRO-22407011

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

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

N/A

N/A

Country

United Kingdom

### **VI.4.3) Review procedure**

Precise information on deadline(s) for review procedures

Review procedures are as set out in the Public Contracts Regulations 2015. Proceedings under those Regulations are time limited, and any such proceedings must be brought in the High Court of England and Wales.