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Tender

## **Welsh Government Bilingual Applicant Tracking System**

Welsh Government

F02: Contract notice

Notice identifier: 2021/S 000-009170

Procurement identifier (OCID): ocds-h6vhtk-0296a0

Published 28 April 2021, 4:04pm

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

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

Welsh Government

Commercial and Procurement ICT, Cathays Park

Cardiff

CF10 3NQ

#### **Contact**

Paul Robertson

#### **Email**

[ICTProcurement@gov.wales](mailto:ICTProcurement@gov.wales)

#### **Telephone**

+44 3000257095

#### **Country**

United Kingdom

**NUTS code**

UKL - Wales

**Internet address(es)**

Main address

<http://gov.wales/>

Buyer's address

[https://www.sell2wales.gov.wales/search/Search\\_AuthProfile.aspx?ID=AA0007](https://www.sell2wales.gov.wales/search/Search_AuthProfile.aspx?ID=AA0007)

**I.3) Communication**

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

<https://etenderwales.bravosolution.co.uk/web/login.shtml>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<https://etenderwales.bravosolution.co.uk/web/login.shtml>

Electronic communication requires the use of tools and devices that are not generally available. Unrestricted and full direct access to these tools and devices is possible, free of charge, at

<https://etenderwales.bravosolution.co.uk/web/login.shtml>

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

Body governed by public law

**I.5) Main activity**

General public services

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## **Section II: Object**

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

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

Welsh Government Bilingual Applicant Tracking System

Reference number

C263/2020/2021

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

- 72212450 - Time accounting or human resources software development services

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

Services

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

This procurement will be for an off-the-shelf bilingual applicant tracking system to be provided on a Software as a Service basis.

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

Value excluding VAT: £700,000

#### **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
- 48000000 - Software package and information systems
- 48100000 - Industry specific software package
- 48220000 - Internet and intranet software package

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

NUTS codes

- UKL - Wales

Main site or place of performance

Service to be delivered remotely, some on-site work may be required at Cathay Park Cardiff.

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

The Welsh Government require an Applicant Tracking System for the recruitment of staff and the undertaking of Public Appointments.

The system should be provided on Software as a Service basis, with the successful Supplier hosting the system.

The requirement is for an online e-recruitment applicant tracking system, which meets the following criteria (full details are available in the tender pack):

- a Candidate facing System which is fully bilingual and compliant with the Welsh Language Standards;
- flexible to meet the end-to-end recruitment processes and any future changes to the processes;
- UK GDPR compliant;
- meets 2.1 AA accessibility standards as a minimum; and
- the supplier must be ISO27001 certified.

There will be a 5 months implementation period, which includes UA testing to ensure the system meets the requirements and training. Implementation services will be completed by the 10 December 2021.

#### **II.2.5) Award criteria**

Quality criterion - Name: Quality / Weighting: 60

Cost criterion - Name: Cost / Weighting: 40

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

Duration in months

30

This contract is subject to renewal

Yes

Description of renewals

The contract will have an optional 2 extension periods of 12 months each.

**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 following Tender documents are available under the "Attachment" area in the eTenderWales portal:

- Instructions to Bidders;
- Specification; and
- Terms and Conditions.

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## **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

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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.2.1) Previous publication concerning this procedure**

Notice number: [2021/S 000-003896](#)

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

Date

3 June 2021

Local time

12:00pm

#### **IV.2.4) Languages in which tenders or requests to participate may be submitted**

English, Welsh

**IV.2.6) Minimum time frame during which the tenderer must maintain the tender**

Tender must be valid until: 12 January 2022

**IV.2.7) Conditions for opening of tenders**

Date

3 June 2021

Local time

12:00pm

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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**

The Invitation to Tender (ITT) documentation can be accessed via eTenderWales:  
<https://etenderwales.bravosolution.co.uk>.

The first person from your Organisation to use the platform will be required to register on behalf of the Organisation.

Registration involves accepting a User Agreement, and providing basic information about your Organisation and about the User performing the Registration.

The User who performs the Registration becomes the Super User for the Organisation.

On registering on the Platform the Super User will select a username and will receive a password.

The Password will be sent by e-mail to the e-mail address that was specified in the User Details section of the Registration page.

**HOW TO FIND THE ITT:**

Once logged in you must click on 'ITTs Open to all Suppliers'.

The etender references for this framework are:

project\_47031

itt\_86995

Click on the title to access summary details of the ITT. If you are still interested in submitting a tender, click the 'Express an Interest button'. This will move the ITT from the



'Open to all Suppliers' area to the 'My ITT's' on the home page.

You will then see the full details of the ITT in the qualification and technical envelopes along with any relevant documents in the 'Attachments' area.

If you have any queries regarding the tender please message using the eTenderWales message portal. Messages sent via e-mail or telephone enquiries will not be responded to.

If you require the documentation in an alternative format, please use the 'Messages' area to contact the buyer directly, who will be able to provide a more suitable format. For example, Braille, Large Print, Word Document or Audio format.

NOTE: The authority is using eTenderwales to carry out this procurement process. To obtain further information record your interest on Sell2Wales at [https://www.sell2wales.gov.wales/search/search\\_switch.aspx?ID=110029](https://www.sell2wales.gov.wales/search/search_switch.aspx?ID=110029)

(WA Ref:110029)

The buyer considers that this contract is suitable for consortia.

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

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

High Court

Royal Courts of Justice, The Strand

London

WC2A 2LL

Telephone

+44 2079477501

Country

United Kingdom