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Tender

HR System Requirement

Edinburgh Leisure

F02: Contract notice

Notice identifier: 2021/S 000-009686

Procurement identifier (OCID): ocds-h6vhtk-02ad47

Published 5 May 2021, 12:34pm

Section I: Contracting authority

I.1) Name and addresses

Edinburgh Leisure

177 Colinton Road

Edinburgh

EH14 1BZ

Contact

Mark Tunnicliff

Email

marktunncliff@edinburghleisure.co.uk

Telephone

+44 1314582124

Country

United Kingdom

NUTS code

UKM75 - Edinburgh, City of

Internet address(es)

Main address

<http://www.edinburghleisure.co.uk>

Buyer's address

https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA16125

I.2) Information about joint procurement

The contract is awarded by a central purchasing body

I.3) Communication

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

<https://www.publiccontractsscotland.gov.uk>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<https://www.publiccontractsscotland.gov.uk>

I.4) Type of the contracting authority

Other type

Charity

I.5) Main activity

General public services

Section II: Object

II.1) Scope of the procurement

II.1.1) Title

HR System Requirement

Reference number

EL-21-004-OP

II.1.2) Main CPV code

- 72212214 - Network operating system software development services

II.1.3) Type of contract

Services

II.1.4) Short description

Our current system provides for payroll, HR and employee self-service. We have this system on a server on our network. However, we wish to move to a SaaS solution and include functionality like time and resource management.

II.1.5) Estimated total value

Value excluding VAT: £280,000

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.2) Additional CPV code(s)

- 48214000 - Network operating system software package
- 48620000 - Operating systems
- 48213000 - Operating system enhancement software package
- 72212213 - Operating system enhancement software development services

- 72212214 - Network operating system software development services

II.2.3) Place of performance

NUTS codes

- UKM75 - Edinburgh, City of

II.2.4) Description of the procurement

We require a system for payroll, HR and employee self-service. We have a system on a server on our network, and we wish to move to a SaaS solution. We also want increased functionality.

II.2.5) Award criteria

Quality criterion - Name: Quality / Weighting: 70

Price - Weighting: 30

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

Start date

5 July 2021

End date

5 July 2023

This contract is subject to renewal

Yes

Description of renewals

The Contract shall be eligible for extension by a further two, 12-month periods. This is an expectation as cost of implementation, training and other costs mean these extension options are best value for money.

II.2.10) Information about variants

Variants will be accepted: No

II.2.11) Information about options

Options: Yes

Description of options

Should further enhancements be available in the future, we reserve the right to apply these options under this tender process.

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

Economic operators may be excluded from this competition if they are in any of the situations referred to in regulation 58 of the Public Contracts (Scotland) Regulations 2015.

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

8 June 2021

Local time

9:00am

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

Tender must be valid until: 8 September 2021

IV.2.7) Conditions for opening of tenders

Date

8 June 2021

Local time

9:00am

Place

Edinburgh Leisure

Information about authorised persons and opening procedure

Procurement

Section VI. Complementary information

VI.1) Information about recurrence

This is a recurrent procurement: Yes

Estimated timing for further notices to be published: After 4 years, we will review our contract and requirement.

VI.2) Information about electronic workflows

Electronic ordering will be used

Electronic invoicing will be accepted

Electronic payment will be used

VI.3) Additional information

NOTE: To register your interest in this notice and obtain any additional information please visit the Public Contracts Scotland Web Site at

https://www.publiccontractsscotland.gov.uk/Search/Search_Switch.aspx?ID=652877.

The buyer has indicated that it will accept electronic responses to this notice via the Postbox facility. A user guide is available at

https://www.publiccontractsscotland.gov.uk/sitehelp/help_guides.aspx.

Suppliers are advised to allow adequate time for uploading documents and to dispatch the electronic response well in advance of the closing time to avoid any last minute problems.

(SC Ref:652877)

VI.4) Procedures for review

VI.4.1) Review body

Edinburgh Sheriff Court

27 Chamber Street

Edinburgh

EH1 1LB

Country

United Kingdom