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Planning

Direct Payments Support Services (DPSS) Payroll system and support provider

Norfolk County Council

F01: Prior information notice

Prior information only

Notice identifier: 2024/S 000-009749

Procurement identifier (OCID): ocds-h6vhtk-044cc3

Published 26 March 2024, 9:55am

Section I: Contracting authority

I.1) Name and addresses

Norfolk County Council

County Hall, Martineau Lane

Norwich

NR1 2DH

Email

sourcingteam@norfolk.gov.uk

Country

United Kingdom

NUTS code

UKH15 - Norwich and East Norfolk

Internet address(es)

Main address

www.norfolk.gov.uk

Buyer's address

<https://in-tendhost.co.uk/norfolkcc/aspx/Home>

I.3) Communication

Additional information can be obtained from the above-mentioned address

I.4) Type of the contracting authority

Regional or local authority

I.5) Main activity

General public services

Section II: Object

II.1) Scope of the procurement

II.1.1) Title

Direct Payments Support Services (DPSS) Payroll system and support provider

Reference number

NCCT42927

II.1.2) Main CPV code

- 79211110 - Payroll management services

II.1.3) Type of contract

Services

II.1.4) Short description

The contract will provide NCC with a new cloud based multi payroll processing system to replace our current product. This must be able to run in excess of 1300 separate PAYE reference payrolls simultaneously. A full system, and payroll, support contract would be required in tandem with the implementation. A range of expertise will be required including; system configuration and support, UK payroll legislation, API integrations, report writing and analysis, HMRC RTI, Robotics and AI innovation. Potential bidders should note that although support provider is listed we are fully aware that certain implementation requires a 3rd party implementer and support contract to the core system. The Council therefore reserves the right to award to a contract to a 3rd party implementer through whom a contract for the core system will be separately signed.

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.2) Additional CPV code(s)

- 79211110 - Payroll management services

II.2.3) Place of performance

NUTS codes

- UKH17 - Breckland and South Norfolk
- UKH16 - North and West Norfolk
- UKH15 - Norwich and East Norfolk

Main site or place of performance

Norfolk

II.2.4) Description of the procurement

The contract will provide Norfolk County Council with a new cloud based multi payroll processing system to replace our current product. This must be able to run in excess of 1300 separate PAYE reference payrolls simultaneously. A full system, and payroll, support contract would be required in tandem with the implementation. A range of expertise will be required including; system configuration and support, UK payroll legislation, API integrations, report writing and analysis, HMRC RTI, Robotics and AI innovation.

II.3) Estimated date of publication of contract notice

1 June 2024

Section IV. Procedure

IV.1) Description

IV.1.8) Information about the Government Procurement Agreement (GPA)

The procurement is covered by the Government Procurement Agreement: Yes

Section VI. Complementary information

VI.3) Additional information

This procurement will be managed electronically via the Council's e-procurement system. To participate in this procurement, applicants must first be registered on the system at <https://in-tendhost.co.uk/norfolkcc>. Full instructions for registration and use of the system can be found at <https://in-tendhost.co.uk/norfolkcc/aspx/BuyerProfiles>. Once registered you will be able to see the procurement project under the `tenders` section and `express an interest` to view the documentation. If you encounter any difficulties whilst using the system you can contact the In-tend support team by phoning +44 8442728810 or e-mailing support@in-tend.co.uk. Please note this is a prior information notice stage so there will be no documents available to view. If however, you are interested in this procurement and would like a one to one with the Council then please express an interest in the project on in-tend and provide us with an email address of the person best placed to arrange a meeting with. These one to ones are likely to take place late April/early May. If demand for one to ones is too high then the Council will not proceed with one to ones but may hold a group event via teams.