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Tender

L25016-T-MC - Human Resources Information System

London Luton Airport Operations Limited

F05: Contract notice – utilities

Notice identifier: 2025/S 000-011007

Procurement identifier (OCID): ocds-h6vhtk-04b4d5

Published 24 March 2025, 6:01pm

Section I: Contracting entity

I.1) Name and addresses

London Luton Airport Operations Limited

Percival House, Percival Way

Luton

LU2 9NU

Contact

Michaela Caulfield

Email

procurement.team@ltn.aero

Telephone

+44 1582405100

Country

United Kingdom

Region code

UKH21 - Luton

Internet address(es)

Main address

https://london-luton.ukp.app.jaggaer.com/esop/ogc-host/public/london_luton_airport_operations/web/login.html?_ncp=1726217150488.823877-1LLA

Buyer's address

<https://www.london-luton.co.uk/corporate>

I.3) Communication

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

https://london-luton.ukp.app.jaggaer.com/esop/ogc-host/public/london_luton_airport_operations/web/login.html?_ncp=1726217150488.823877-1LLA

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

https://london-luton.ukp.app.jaggaer.com/esop/ogc-host/public/london_luton_airport_operations/web/login.html?_ncp=1726217150488.823877-1LLA

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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

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I.6) Main activity

Airport-related activities

Section II: Object

II.1) Scope of the procurement

II.1.1) Title

L25016-T-MC - Human Resources Information System

Reference number

L25016-T-MC

II.1.2) Main CPV code

- 48450000 - Time accounting or human resources software package

II.1.3) Type of contract

Supplies

II.1.4) Short description

LLA is looking to implement a HRIS system for a 5 year period with the option to extend twice for a further year each extension period (5 +1 +1). Currently, people management is conducted through spreadsheets and email communication. This approach is unsustainable for a business of our size and complexity.

Please see our tender documents, available FOC on our Jaggaer system, for further details.

II.1.5) Estimated total value

Value excluding VAT: £850,000

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
- 48400000 - Business transaction and personal business software package
- 48600000 - Database and operating software package
- 48800000 - Information systems and servers

II.2.3) Place of performance

NUTS codes

- UKH21 - Luton

Main site or place of performance

London Luton Airport / remote digital solution

II.2.4) Description of the procurement

LLA is looking to implement a HRIS system for a 5 year period with the option to extend twice for a further year each extension period (5 +1 +1). Currently, people management is conducted through spreadsheets and email communication. This approach is unsustainable for a business of our size and complexity.

Please see our tender documents, available FOC on our Jaggaer system, for further details.

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: £850,000

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

Duration in months

60

This contract is subject to renewal

Yes

Description of renewals

two optional extentions, each for a 1 year period

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

Please see tender documents for full details

Section III. Legal, economic, financial and technical information

III.1) Conditions for participation

III.1.1) Suitability to pursue the professional activity, including requirements relating to enrolment on professional or trade registers

List and brief description of conditions

Please see tender documents for details

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

III.1.4) Objective rules and criteria for participation

List and brief description of rules and criteria

Please see tender documents for details

III.1.7) Main financing conditions and payment arrangements and/or reference to the relevant provisions governing them

Please see tender documents for details

III.2) Conditions related to the contract

III.2.2) Contract performance conditions

Please see tender documents for details

Section IV. Procedure

IV.1) Description

IV.1.1) Type of procedure

Negotiated procedure with prior call for competition

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

The procurement is covered by the Government Procurement Agreement: No

IV.2) Administrative information

IV.2.1) Previous publication concerning this procedure

Notice number: [2024/S 000-036163](#)

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

Date

7 April 2025

Local time

12:00pm

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)

Section VI. Complementary information

VI.1) Information about recurrence

This is a recurrent procurement: No

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

Please see tender documents for further details

VI.4) Procedures for review

VI.4.1) Review body

London Luton Airport - The Legal team

Percival House, Percival Way

Luton

Lu2 9NU

Country

United Kingdom