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Tender

## **DLSITT1019 - Financial Planning & Analytical Reporting Package**

Diamond Light Source Ltd

F02: Contract notice

Notice identifier: 2024/S 000-012200

Procurement identifier (OCID): ocds-h6vhtk-04524f

Published 15 April 2024, 3:26pm

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

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

Diamond Light Source Ltd

Harwell Science and Innovation Campus

Didcot

OX11 0ED

#### **Contact**

Debbie Pryor

#### **Email**

[procurement@diamond.ac.uk](mailto:procurement@diamond.ac.uk)

#### **Telephone**

+44 1235567575

**Country**

United Kingdom

**Region code**

UKJ14 - Oxfordshire

**Companies House**

4375679

**Internet address(es)**

Main address

<https://www.diamond.ac.uk>

**I.3) Communication**

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

<https://www.diamondtenders@diamond.ac.uk/Home.aspx>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<https://www.diamondtenders@diamond.ac.uk>

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

Body governed by public law

**I.5) Main activity**

Other activity

Scientific Research

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## **Section II: Object**

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

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

DLSITT1019 - Financial Planning & Analytical Reporting Package

Reference number

DLSITT1019

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

- 48441000 - Financial analysis software package

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

Supplies

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

Located on the Harwell Science and Innovation Campus in Oxfordshire, Diamond Light Source Ltd (DLS) is a World-leading facility for science, engineering and innovation. DLS is the largest science facility to be built in the UK for 40 years and produces ultra-violet, infra-red and X-ray beams of exceptional brightness. DLS allows researchers from academia and industry to investigate the structure and behaviour of the world around us at the atomic and molecular level. Areas of investigation include fields such as medicine, the environment, materials and engineering science, physics, chemistry and heritage science. The research undertaken at Diamond brings economic, health and quality of life benefits to the UK and further afield.

DLS intends to implement a modern Financial Planning and Analysis Reporting software package that meets its planning and reporting obligations. The aim of the package is 1) to provide a more efficient, effective and accurate reporting system for the organisation and 2) automate the manual efforts that go into the preparation, review and approval of these budgets/forecasts and reports. The system will remove and significantly minimise the current reliance on manually prepared excel spreadsheets for the periodic budgeting, forecasting and reporting duties of the DLS Finance team. The system will equally provide a more accurate, timely and user-friendly period planning tool and a reporting source for non-finance staff in DLS without heavily relying on the finance team.

The scope of the contract is the provision, implementation and ongoing future support of a

fully integrated Financial Planning & Analysis (FP&A) reporting system. The chosen system is expected to meet the following requirements as a minimum from implementation and also provide the opportunity for future improvements as the business needs of DLS continue to evolve.

### **II.1.6) Information about lots**

This contract is divided into lots: No

## **II.2) Description**

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

NUTS codes

- UKJ14 - Oxfordshire

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

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

Price is not the only award criterion and all criteria are stated only in the procurement documents

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

Duration in months

48

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: No

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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

20 May 2024

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)

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

Date

20 May 2024

Local time

1:00pm

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## **Section VI. Complementary information**

### **VI.1) Information about recurrence**

This is a recurrent procurement: No

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

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

Diamond Light Source

Harwell Science and Innovation Campus

Didcot

OX11 0ED

Country

United Kingdom