This is a published notice on the Find a Tender service: <a href="https://www.find-tender.service.gov.uk/Notice/013004-2023">https://www.find-tender.service.gov.uk/Notice/013004-2023</a>

Tender

# Payroll, Pensions & HR System

Senedd Cymru / Welsh Parliament

F02: Contract notice

Notice identifier: 2023/S 000-013004

Procurement identifier (OCID): ocds-h6vhtk-03c6dd

Published 5 May 2023, 3:24pm

# **Section I: Contracting authority**

# I.1) Name and addresses

Senedd Cymru / Welsh Parliament

Senedd Cymru / Welsh Parliament, Ty Hywel, Cardiff Bay

Cardiff

**CF99 1SN** 

#### **Email**

jan.koziel@senedd.wales

#### **Telephone**

+44 3002006547

#### Country

**United Kingdom** 

#### **NUTS** code

UKL22 - Cardiff and Vale of Glamorgan

Internet address(es)

Main address

http://www.senedd.wales.org/abthome/abt-procurement.htm

Buyer's address

https://www.sell2wales.gov.wales/search/Search AuthProfile.aspx?ID=AA0424

# 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://etenderwales.bravosolution.co.uk/home.html

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/home.html

# I.4) Type of the contracting authority

Ministry or any other national or federal authority

# I.5) Main activity

General public services

**Section II: Object** 

# II.1) Scope of the procurement

II.1.1) Title

#### Payroll, Pensions & HR System

Reference number

1232/JK

#### II.1.2) Main CPV code

• 79631000 - Personnel and payroll services

#### II.1.3) Type of contract

Services

#### II.1.4) Short description

Payroll, Pensions and HR System

#### II.1.5) Estimated total value

Value excluding VAT: £900,000

#### II.1.6) Information about lots

This contract is divided into lots: No

# II.2) Description

#### II.2.2) Additional CPV code(s)

- 79631000 Personnel and payroll services
- 48450000 Time accounting or human resources software package

#### II.2.3) Place of performance

**NUTS** codes

• UKL22 - Cardiff and Vale of Glamorgan

Main site or place of performance

Cardiff

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

Payroll, Pensions & HR System, with options for Learning Management and Recruitment.

#### II.2.5) Award criteria

Quality criterion - Name: See tender documents for criterion / Weighting: 60

Price - Weighting: 40

#### 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

Up to a maximum of a further 60 months

#### II.2.9) Information about the limits on the number of candidates to be invited

Envisaged number of candidates: 5

#### II.2.10) Information about variants

Variants will be accepted: No

#### II.2.11) Information about options

Options: Yes

Description of options

Options for Learning Management and Recruitment.

#### II.2.13) Information about European Union Funds

The procurement is related to a project and/or programme financed by European Union funds: No

# 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

# III.2) Conditions related to the contract

#### III.2.2) Contract performance conditions

Selection criteria as outlined in the Procurement documents

# Section IV. Procedure

# **IV.1) Description**

#### IV.1.1) Type of procedure

Restricted 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

5 June 2023

Local time

12:00pm

# IV.2.3) Estimated date of dispatch of invitations to tender or to participate to selected candidates

19 June 2023

#### 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

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.3) Additional information

Suppliers will need to be registered on the Bravo Solution portal in order to obtain the Pre-Qualification Questionnaire (PQQ) and view the supporting Procurement documents. If you are not already registered you can register by going to <a href="https://www.etenderwales.bravosolution.co.uk">www.etenderwales.bravosolution.co.uk</a>. It is free to register on this portal. Once registered:-

- Click the 'Open Access PQQs' link
- Click on the relevant PQQ to access the content (pqq\_33409 Payroll, Pensions, and HR System)
- Click the 'Express Interest' button in the 'Actions' box on the left-hand side of the page. This will move the PQQ into your 'My PQQs' page
- Click on the PQQ code. You can now access any attachments by clicking the 'Settings and Buyer Attachments' in the 'Actions' box
- You can now choose to 'Reply' to the PQQ and submit your response

Please note that the Procurement documents will be uploaded into the 'Supplier Attachments' area under 'Settings' for all suppliers to view.

NOTE: The authority is using eTenderwales to carry out this procurement process. To obtain further information record your interest on Sell2Wales at <a href="https://www.sell2wales.gov.wales/search/search\_switch.aspx?ID=131051">https://www.sell2wales.gov.wales/search/search\_switch.aspx?ID=131051</a>

(WA Ref:131051)

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