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Tender

EGTI2501 Enterprise Resource Planning (ERP) Platform and associated implementation partner support services (Project Prime)

ENERGIA GROUP NI HOLDINGS LIMITED

UK4: Tender notice - Procurement Act 2023 - [view information about notice types](#)

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Scope

Reference

EGTI2501

Description

OVERVIEW OF REQUIREMENT

The Supplier is responsible for the management and integrity of their enterprise and Associated/Connected person(s) by ensuring they can fully deliver the Requirement and have submitted a bona fide competitive tender response.

Energia's core finance system is currently SAP ECC6. Over a number of years, the Group has traditionally purchased additional systems to complement ECC6 functionality resulting

in a number of systems integrating via various methods with the core financial system. As the Group has grown, the volume and timing of multiple integrations and associated upgrades and respective governance across systems has become greater and greater. Our vision for finance systems is to have a single application across all core financial management functions (with the exception of customer billing) with the ability to "switch on" additional functionality in areas such as ESG reporting when needed.

The overarching requirement for the procurement is the provision of a recognised Tier One ERP SaaS platform (via single sign on) ("the System") to encompass a core financial module, employee expenses module, and a Vendor Contract Management module (detailed below) plus the flexibility to procure future modules in a phased manner if required e.g. inventory management and ESG related reporting modules.

The secondary element of the requirement is a Systems Implementation Partner to support Energia Group in the configuration and deployment of the solution in a "best in class" manner.

Core ERP Overview

The supplier must be able to offer a full range of typical ERP functionality to include (but not limited to):

Financial Management

- Record to Report
- Group Consolidation
- Purchase to Pay
- Cash Management
- Fixed Asset Management

Data-tagging, workflow of approvals and ability for users to easily create their own reports and dashboards as well as appropriate auditable administrative processes and in-built segregation of duties within roles are also considered a must have for the application.

Employee Expenses Management

Inventory Management

Vendor and Contract Management System (VCMS) Overview

The Supplier must be able to offer a VCMS as part of their System solution. The System will include an VCMS module that will provide Energia users (both Energia staff and Energia suppliers/contractors) with a systematic approach to contract management, reporting with contractual information and statistics to be readily visible and accessible.

Full functional and non-functional requirements will be provided at the CFP stage.

Total value (estimated)

- £7,000,000 including VAT

Above the relevant threshold

Contract dates (estimated)

- 1 January 2026 to 31 December 2030
- Possible extension to 31 December 2033
- 8 years

Description of possible extension:

The contract will be awarded for an initial contract period of 5 years with an option to extend for a further 3 years subject to annual review.

Main procurement category

Services

CPV classifications

- 48451000 - Enterprise resource planning software package

- 48812000 - Financial information systems
- 72000000 - IT services: consulting, software development, Internet and support

Contract locations

- UKN - Northern Ireland

Submission

Submission type

Requests to participate

Deadline for requests to participate

6 May 2025, 12:00pm

Submission address and any special instructions

<https://procurement.energiagroup.com/>

Please fully read the attached Conditions of Participation document and embedded Annexes. Any Supplier wishing to be set up on the Procurement Portal (Project Fusion) to submit a Response must email Procurement@Energiagroup.com , with the following details:

Supplier Company Name:

Supplier Address:

Primary Contact Name:

Primary Contact Email Address:

Primary Contact Telephone Number:

Secondary Contact Name:

Secondary Contact Email Address:

Secondary Contact Telephone Number:

Suppliers must advise Energia Group of any updated contact details during the procurement process. On receipt of an e-mail notifying Energia Group that a Supplier wishes to submit a Response, Energia Group will issue access and log-in details to the electronic portal which is to be used for the submission of Responses. Note that e-mails must be no bigger than 20MB in size - any messages bigger than this will be rejected by Energia Group's e-mail infrastructure. Responses submitted by email will not be accepted.

Tenders may be submitted electronically

Yes

Languages that may be used for submission

English

Suppliers to be invited to tender

1 to 5 suppliers

Selection criteria:

Those Suppliers that submit a complete and compliant response, will have their response assessed against the criteria stated in Annex 3 - COP Assessment and Supplier Response. The Supplier must commit in their response that they are able to meet the criteria. Energia will use Stage 2 to confirm that neither the Supplier, nor any related persons within its corporate group, associate persons relied on to meet the COP or sub-

contractors are listed on the Cabinet Office debarment list. If any such entities are on the debarment list, Energia will consider its obligations under the Act. It is envisaged that Energia will shortlist up to 5 Suppliers to the CFP stage. However, this will be at Energia's discretion and should the quality of the responses suggest a greater competition then Energia may shortlist more than the number stated above. Suppliers must note that there is a requirement to achieve a minimum score of 60% of the score available for Stage One - Item 4, Supplier Experience. Any Supplier who fails to achieve the minimum scoring requirements will not be eligible for further consideration and therefore will not move to the next stage of the procurement process.

Award decision date (estimated)

31 October 2025

Award criteria

Name	Type	Weighting
Technical	Quality	75%
Cost	Cost	20%
Legal	Quality	5%

Other information

Conflicts assessment prepared/revised

Yes

Procedure

Procedure type

Competitive flexible procedure

Special regime

Utilities

Competitive flexible procedure description

STAGE 1 - COMPLETENESS / COMPLIANCE CHECK

Responses will be subjected to a check to ensure that the Supplier has provided a complete and compliant response to all questions and requirements requested. Failure to submit a complete/compliant response may result in the Supplier being excluded from the process.

STAGE 2 - CONDITIONS OF PARTICIPATION

Those Suppliers that submit a complete and compliant response, will have their response assessed against the criteria stated in Annex 3 - COP Assessment and Supplier Response. The Supplier must commit in their response that they are able to meet the criteria.

Energia will use Stage 2 to confirm that neither the Supplier, nor any related persons within its corporate group, associate persons relied on to meet the COP or sub-contractors are listed on the Cabinet Office debarment list. If any such entities are on the debarment list, Energia will consider its obligations under the Act.

It is envisaged that Energia will shortlist up to 5 Suppliers to the CFP stage. However, this will be at Energia's discretion and should the quality of the responses suggest a greater competition then Energia may shortlist more than the number stated above.

Suppliers must note that there is a requirement to achieve a minimum score of 60% of the score available for Stage One - Item 4, Supplier Experience.

Any Supplier who fails to achieve the minimum scoring requirements will not be eligible for further consideration and therefore will not move to the next stage of the procurement process.

STAGE 3 - INVITATION TO SUBMIT INITIAL TENDERS SUBMISSIONS

Shortlisted Suppliers will receive an invitation to tender from Energia requesting them to submit an initial tender response. The initial tender response will be assessed for the purpose to reduce the number of Suppliers invited to participate in dialogue/negotiation and/or inform the content/agenda for dialogue/negotiations.

This stage will include

1. repeating the process outlined in Stage 2 to comply with the Act debarment list obligations.
2. an assessment of the initial tenders against the criteria outlined in Annex 3 - COP Assessment and Supplier Response.
3. following assessment of the initial tenders, Suppliers will be selected to participate in the negotiation/dialogue stage as set out below in stage 4.
4. once the assessment is concluded, Suppliers will be notified in whether they have been invited to participate in Stage 4.

Energia reserve the right to award the contract to the preferred supplier based on the assessment of their initial tender without undertaking any negotiation or dialogue which may have been intended to be part of the process at the start of the CFP.

STAGE 4 - INVITATION TO PARTICIPATE IN DIALOGUE/ TO NEGOTIATE

Shortlisted Suppliers will receive an invitation from Energia to participate in dialogue/negotiate meetings. This invitation will describe how the dialogue/negotiation will be conducted, including the location and proposed dates for the relevant meetings.

This stage will include

1. providing any new information made available to Suppliers
2. any relevant stages within the process
3. conclusion around the closure of the dialogue and/or negotiations.

STAGE 5 - INVITATION TO SUBMIT FINAL TENDERS

Final tenders will be submitted as per the below timetable.

Energia will confirm that neither the Supplier, nor any related persons within its corporate

group, associate persons relied on to meet the COP or sub-contractors are listed on the Cabinet Office debarment list. If any such entities are on the debarment list, Energia will consider its obligations under the Act.

A clarification demonstration may also form part of this stage of the process before a preferred supplier is selected.

The contract will be awarded to the Supplier that submits to Energia the MAT. A maximum of 100 marks will be available in the scoring of submissions. Where a Suppliers scores below an unacceptable score in any criteria, Energia will reserve the right to consider the Suppliers response as non-compliant and they may be removed from the procurement process.

Once the assessment is concluded, Suppliers that submitted a final tender will be notified of the tender outcome and Energia will publish the Contract Notice on the CDP. This will commence the mandatory standstill period.

STAGE 6 - PREFERRED SUPPLIER STAGE

This stage will commence once a preferred supplier has been identified, approved and if the mandatory standstill period has ended without interruption. This stage will allow for clarification or confirmation of commitments made during the process. Post tender negotiations with the preferred Supplier can commence during this stage if required.

Documents

Associated tender documents

[1. Tender Ref EGTI2502 Project Prime Conditions of Participation April 2025.docx](#)

Contracting authority

ENERGIA GROUP NI HOLDINGS LIMITED

- Companies House: NI033250
- Public Procurement Organisation Number: PDPH-4346-JGHQ

Greenwood House, 64 Newforge Lane

Belfast

BT9 5NF

United Kingdom

Email: procurement@energiagroup.com

Region: UKN06 - Belfast

Organisation type: Private utility

Devolved regulations that apply: Northern Ireland