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Planning

02036 SPS Integrated HR Transformation

Scottish Prison Service

F01: Prior information notice

Prior information only

Notice identifier: 2022/S 000-014885

Procurement identifier (OCID): ocds-h6vhtk-0340cb

Published 27 May 2022, 12:31pm

Section I: Contracting authority

I.1) Name and addresses

Scottish Prison Service

Calton House, 5 Redheughs Rigg

Edinburgh

EH12 9HW

Contact

Catharine Dempsey

Email

catharine.dempsey@sps.pnn.gov.uk

Country

United Kingdom

NUTS code

UKM75 - Edinburgh, City of

Internet address(es)

Main address

<http://www.sps.gov.uk>

Buyer's address

https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA00384

I.2) Information about joint procurement

The contract is awarded by a central purchasing body

I.3) Communication

Additional information can be obtained from the above-mentioned address

I.4) Type of the contracting authority

National or federal Agency/Office

I.5) Main activity

Public order and safety

Section II: Object

II.1) Scope of the procurement

II.1.1) Title

02036 SPS Integrated HR Transformation

Reference number

02036

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

The Scottish Government have made a clear commitment to moving to cloud-based systems with advanced levels of resilience and security. This requirement is echoed by the SPS, who have set out within its digital strategy and corporate outcomes a commitment to modernise appropriate systems. This project forms part of a wider programme of change to establish a high impact HR function that will be a key enabler for the achievement of strategic outcomes.

The SPS overall aim is to procure new HR software and Professional Services for the replacement and configuration of new HR, Payroll and Recruitment software . We will also enter into a Software as a Service (SaaS) agreement for software delivery and licensing in which software is accessed online via a subscription, rather than bought and installed on individual computers.

The three HR applications in the project scope are:

- Core HR including Time and Attendance / Roster Management Module
- Payroll; and
- Recruitment

The SPS intend to move forward with a single supplier contract, either with a fully integrated system or a supplier with an established third party arrangement in place that

offers an already established interface between HR/Payroll and Recruitment.

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.3) Place of performance

NUTS codes

- UKM - Scotland

Main site or place of performance

The SPS operates 13 Establishments across Scotland. In addition, a college, a central store and an administrative headquarters to support the operations.

II.2.4) Description of the procurement

The SPS shall commence this procurement process in good faith and with the intention of awarding a contract. The procurement will follow the Restricted Procedure. Following publication of this Prior Information Notice (PIN) a Contract Notice will be issued including a Single Procurement Document (SPD) which will be made available to bidders, along with SPS's supporting guidance document.

Tender responses will then be evaluated by SPS.

Following the evaluation of the SPD, shortlisted bidders will be provided with an Invitation to Tender (ITT). The ITT will be published by SPS and will be made available to bidders via the Public Contract Scotland Tender (PCS-T) portal, an e-Tendering System which can be accessed via the Public Contracts Scotland (PCS) website.

Supplier shall note that all documentation, including the SPD, is only available in electronic form and can be accessed via your web browser.

Bidders are required to complete the Online Qualification and Technical SPD (Scotland) Questionnaire on PCS-T.

II.3) Estimated date of publication of contract notice

20 June 2022

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

NOTE: To register your interest in this notice and obtain any additional information please visit the Public Contracts Scotland Web Site at

[https://www.publiccontractsscotland.gov.uk/Search/Search_Switch.aspx?ID=694080.](https://www.publiccontractsscotland.gov.uk/Search/Search_Switch.aspx?ID=694080)

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