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Tender

## **Supply and Hosting of a Leisure Management System**

High Life Highland

F02: Contract notice

Notice identifier: 2024/S 000-015041

Procurement identifier (OCID): ocds-h6vhtk-0458db

Published 10 May 2024, 3:49pm

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

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

High Life Highland

Highland Archive Centre, Bught Road

Inverness

IV3 5SS

#### **Email**

[hlh.business.support@highlifehighland.com](mailto:hlh.business.support@highlifehighland.com)

#### **Telephone**

+44 1349781700

#### **Country**

United Kingdom

#### **NUTS code**

UKM6 - Highlands and Islands

**Internet address(es)**

Main address

<http://www.highlifehighland.com>

Buyer's address

[https://www.publiccontractsscotland.gov.uk/search/Search\\_AuthProfile.aspx?ID=AA23042](https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA23042)

**I.3) Communication**

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

<https://www.publiccontractsscotland.gov.uk>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<https://www.publiccontractsscotland.gov.uk>

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

Other type

Charity

**I.5) Main activity**

Other activity

Leisure and learning

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## **Section II: Object**

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

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

Supply and Hosting of a Leisure Management System

Reference number

HLH/FT/04/24

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

- 72212100 - Industry specific software development services

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

Services

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

HLH plans to procure an LMS to handle core leisure management functions and introduce new functionality which includes but is not limited to:

Digital highlife card (through App or suchlike) to reduce plastics

Recurring card payments in addition to Direct Debit

LMS to be hosted by supplier (or on HLH Azure infrastructure with remote access enabled for supplier)

App for membership / bookings and push notifications

Retail scanning (currently requires manual input into LMS EPOS)

Integration with finance system (CiA by technologyone)

EPOS integration with Dojo card payment terminals

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

This contract is divided into lots: No

### **II.2) Description**

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

- 72212100 - Industry specific software development services

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

NUTS codes

- UKM6 - Highlands and Islands

Main site or place of performance

25 sites across the Highland area of Scotland

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

HLH plans to procure an LMS to handle core leisure management functions and introduce new functionality which includes but is not limited to:

Digital highlife card (through App or suchlike) to reduce plastics

Recurring card payments in addition to Direct Debit

LMS to be hosted by supplier (or on HLH Azure infrastructure with remote access enabled for supplier)

App for membership / bookings and push notifications

Retail scanning (currently requires manual input into LMS EPOS)

Integration with finance system (CiA by technologyone)

EPOS integration with Dojo card payment terminals

Full detail in Specification document provided

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

Quality criterion - Name: Appropriateness of the solution to the services required and that of its quality standard / Weighting: 70

Quality criterion - Name: The technical and security elements being provided / Weighting: 30

Price - Weighting: 35

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

Start date

16 September 2024

End date

31 August 2029

This contract is subject to renewal

Yes

Description of renewals

Extensions periods of 3 x 12 mthly extension permissible

### **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

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## **Section III. Legal, economic, financial and technical information**

### **III.2) Conditions related to the contract**

#### **III.2.3) Information about staff responsible for the performance of the contract**

Obligation to indicate the names and professional qualifications of the staff assigned to performing the contract

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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.2.1) Previous publication concerning this procedure**

Notice number: [2017/S 190-389182](#)

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

Date

14 June 2024

Local time

12:00pm

#### **IV.2.4) Languages in which tenders or requests to participate may be submitted**

English

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

Date

17 June 2024

Local time

10:00am

Place

INVERNESS

Information about authorised persons and opening procedure

Head of Digital and Technology

Business Support Officer

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## **Section VI. Complementary information**

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

This is a recurrent procurement: Yes

Estimated timing for further notices to be published: 5 years

### **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=766418](https://www.publiccontractsscotland.gov.uk/Search/Search_Switch.aspx?ID=766418).

The buyer has indicated that it will accept electronic responses to this notice via the Postbox facility. A user guide is available at

[https://www.publiccontractsscotland.gov.uk/sitehelp/help\\_guides.aspx](https://www.publiccontractsscotland.gov.uk/sitehelp/help_guides.aspx).

Suppliers are advised to allow adequate time for uploading documents and to dispatch the electronic response well in advance of the closing time to avoid any last minute problems.

(SC Ref:766418)

Download the ESPD document here:

[https://www.publiccontractsscotland.gov.uk/ESPD/ESPD\\_Download.aspx?id=766418](https://www.publiccontractsscotland.gov.uk/ESPD/ESPD_Download.aspx?id=766418)

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

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

Inverness Justice Centre

Longman Road

Inverness

IV1 1JJ

Country

United Kingdom