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Tender

HR and Payroll Managed Service Support

Scottish Canals

F02: Contract notice

Notice identifier: 2024/S 000-015834

Procurement identifier (OCID): ocds-h6vhtk-04398f

Published 20 May 2024, 12:02pm

Section I: Contracting authority

I.1) Name and addresses

Scottish Canals

Canal House, 1 Applecross Street

Glasgow

G4 9SP

Email

procurement@scottishcanals.co.uk

Telephone

+44 1413326936

Fax

+44 1413311688

Country

United Kingdom

NUTS code

UKM - Scotland

Internet address(es)

Main address

<http://www.scottishcanals.co.uk>

Buyer's address

https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA13122

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://www.publictendersscotland.publiccontractsscotland.gov.uk/go/12390574018F9590DDF6>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<https://www.publictendersscotland.publiccontractsscotland.gov.uk/go/12390574018F9590DDF6>

Electronic communication requires the use of tools and devices that are not generally available. Unrestricted and full direct access to these tools and devices is possible, free of charge, at

<https://www.publictendersscotland.publiccontractsscotland.gov.uk/go/12390574018F9590DDF6>

I.4) Type of the contracting authority

Body governed by public law

I.5) Main activity

Recreation, culture and religion

Section II: Object

II.1) Scope of the procurement

II.1.1) Title

HR and Payroll Managed Service Support

Reference number

SC-0061

II.1.2) Main CPV code

- 79631000 - Personnel and payroll services

II.1.3) Type of contract

Services

II.1.4) Short description

Scottish Canals are seeking to appoint a suitably experienced provider who can support and maintain the current HR/Payroll Managed Service (Moorepayhr) including monthly licence fees for the system used.

II.1.5) Estimated total value

Value excluding VAT: £275,000

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

II.2.3) Place of performance

NUTS codes

- UKM82 - Glasgow City

Main site or place of performance

Canal House

Applecross Street

Glasgow

II.2.4) Description of the procurement

Scottish Canals are seeking to appoint a suitably experienced provider who can support and maintain the current HR/Payroll Managed Service (Moorepayhr) including monthly licence fees for the system used.

This support and maintenance contract will run for a period of 36 months plus any extension periods agreed with Scottish Canals.

II.2.5) Award criteria

Quality criterion - Name: Technical Response / Weighting: 70

Price - Weighting: 30

II.2.6) Estimated value

Value excluding VAT: £275,000

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

Duration in months

24

This contract is subject to renewal

Yes

Description of renewals

2 x 12 Month extensions

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

Section III. Legal, economic, financial and technical information

III.1) Conditions for participation

III.1.3) Technical and professional ability

Selection criteria as stated in the procurement documents

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: [2024/S 000-004724](#)

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

Date

21 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

21 June 2024

Local time

12:00pm

Section VI. Complementary information

VI.1) Information about recurrence

This is a recurrent procurement: No

VI.2) Information about electronic workflows

Electronic ordering will be used

Electronic invoicing will be accepted

Electronic payment will be used

VI.3) Additional information

The buyer is using PCS-Tender to conduct this ITT exercise. The Project code is 54977. For more information see:

<http://www.publiccontractsscotland.gov.uk/info/InfoCentre.aspx?ID=2343>

(SC Ref:767055)

VI.4) Procedures for review

VI.4.1) Review body

Glasgow Sheriff Court

1 Carlton Place

Glasgow

G5 9DA

Country

United Kingdom