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Tender

HR Management System

University of Reading

F02: Contract notice

Notice identifier: 2022/S 000-016564

Procurement identifier (OCID): ocds-h6vhtk-034759

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Section I: Contracting authority

I.1) Name and addresses

University of Reading

Whiteknights House, Whiteknights

Reading

RG6 6UR

Contact

David Ashmore

Email

procurement@reading.ac.uk

Telephone

+44 1183788305

Country

United Kingdom

NUTS code

UKJ11 - Berkshire

Internet address(es)

Main address

<https://in-tendhost.co.uk/theuniversityofreading>

Buyer's address

<https://in-tendhost.co.uk/theuniversityofreading>

I.3) Communication

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

<https://in-tendhost.co.uk/theuniversityofreading>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<https://in-tendhost.co.uk/theuniversityofreading>

Tenders or requests to participate must be submitted to the above-mentioned address

I.4) Type of the contracting authority

Body governed by public law

I.5) Main activity

Education

Section II: Object

II.1) Scope of the procurement

II.1.1) Title

HR Management System

Reference number

UOR-IT-22-083

II.1.2) Main CPV code

- 72212100 - Industry specific software development services

II.1.3) Type of contract

Services

II.1.4) Short description

Please see tendering document pack for full details.3.1 The University is seeking to engage with an organisation to assist with its aim of implementing a Human Resources Management System (HRMS). The aim is to aggregate the current collection of HR system applications at the University of Reading into a unified system, that will:3.1.1 enable the production of an employee, worker, and small-scale client payroll that is HMRC compliant and can be operated both fortnightly and monthly3.1.2 enable core Human Resource management records to be kept and maintained with a date effective history3.1.3 provide a fully integrated recruiting solution that encompasses onboarding and reference checking.3.1.4 provide a fully integrated learning management solution that facilitates in-person, virtual and e-learning provisions3.1.5 provide a facility to produce contractual documents with an e-signature, that integrates storage and managed access.3.1.6 provide a facility for time and attendance re

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
- 79632000 - Personnel-training services
- 48100000 - Industry specific software package

II.2.3) Place of performance

NUTS codes

- UKJ11 - Berkshire

II.2.4) Description of the procurement

Please refer to full documentation

II.2.5) Award criteria

Price is not the only award criterion and all criteria are stated only in the procurement documents

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

Duration in months

120

This contract is subject to renewal

Yes

Description of renewals

First contract duration - 10yrs 1st extension - Up to 5 years 2nd extension - Up to 5 years
Total possible duration - 20 years

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: 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.1.2) 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

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: No

IV.2) Administrative information

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

Date

18 July 2022

Local time

11:00am

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

8 August 2022

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

English

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.4) Procedures for review

VI.4.1) Review body

University of Reading

Whiteknights House, Whiteknights

Reading

RG6 6UR

Email

procurement@reading.ac.uk

Telephone

+44 1183788305

Country

United Kingdom

Internet address

www.reading.ac.uk/procurement

VI.4.2) Body responsible for mediation procedures

University of Reading

Whiteknights House, Whiteknights

Reading

RG6 6UR

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Telephone

+44 1183788305

Country

United Kingdom

Internet address

www.reading.ac.uk/procurement

VI.4.4) Service from which information about the review procedure may be obtained

University of Reading

Whiteknights House, Whiteknights

Reading

RG6 6UR

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procurement@reading.ac.uk

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United Kingdom

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