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Tender

DoF - Civil Service Pensions (CSP) Systems Project

Department of Finance

F02: Contract notice

Notice identifier: 2024/S 000-016668

Procurement identifier (OCID): ocds-h6vhtk-02b7d9

Published 28 May 2024, 5:44pm

Section I: Contracting authority

I.1) Name and addresses

Department of Finance

Waterside House, 75 Duke Street

Derry/Londonderry

BT47 6FP

Email

StrategicDelivery.CPD@finance-ni.gov.uk

Country

United Kingdom

Region code

UK - United Kingdom

Internet address(es)

Main address

<https://www.finance-ni.gov.uk>

Buyer's address

<https://www.finance-ni.gov.uk/topics/procurement>

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://etendersni.gov.uk/epps>

Additional information can be obtained from the above-mentioned address

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

General public services

Section II: Object

II.1) Scope of the procurement

II.1.1) Title

DoF - Civil Service Pensions (CSP) Systems Project

II.1.2) Main CPV code

- 72000000 - IT services: consulting, software development, Internet and support

II.1.3) Type of contract

Services

II.1.4) Short description

The Department of Finance's Civil Service Pensions (CSP) has a requirement for the provision of a replacement solution for Northern Ireland Civil Service (NICS) Pension Schemes member administration, pensioner payroll, accounting, financial reporting, on-line web services, electronic document management and workflow case management. It is anticipated that the Contract will be for a maximum contract period of 11½ years (which includes a development and implementation period of up to 18 months). This is likely to be on the basis of an implementation period from the effective date (i.e. contract award/signature) to the operational service commencement date (i.e. "go-live") followed by an initial contract period of seven years (7) years with the option to extend, at the Contracting Authority's discretion, for up to three (3) further periods of one (1) year each. All optional extensions will be subject to review and satisfactory performance assessment conducted by CSP. Please see the procurement documents which provide further information.

II.1.5) Estimated total value

Value excluding VAT: £20,000,000

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.2) Additional CPV code(s)

- 66500000 - Insurance and pension services

- 66520000 - Pension services
- 72100000 - Hardware consultancy services
- 72220000 - Systems and technical consultancy services
- 72227000 - Software integration consultancy services
- 72230000 - Custom software development services
- 72260000 - Software-related services
- 72300000 - Data services
- 72320000 - Database services
- 72400000 - Internet services
- 72500000 - Computer-related services
- 72600000 - Computer support and consultancy services
- 75320000 - Government employee pension schemes

II.2.3) Place of performance

NUTS codes

- UKN - Northern Ireland

II.2.4) Description of the procurement

The Department of Finance's Civil Service Pensions (CSP) has a requirement for the provision of a replacement solution for Northern Ireland Civil Service (NICS) Pension Schemes member administration, pensioner payroll, accounting, financial reporting, on-line web services, electronic document management and workflow case management. It is anticipated that the Contract will be for a maximum contract period of 11½ years (which includes a development and implementation period of up to 18 months). This is likely to be on the basis of an implementation period from the effective date (i.e. contract award/signature) to the operational service commencement date (i.e. "go-live") followed by an initial contract period of seven years (7) years with the option to extend, at the Contracting Authority's discretion, for up to three (3) further periods of one (1) year each. All optional extensions will be subject to review and satisfactory performance assessment conducted by CSP. Please see the procurement documents which provide further information.

II.2.5) Award criteria

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

documents

II.2.6) Estimated value

Value excluding VAT: £20,000,000

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

Duration in months

102

This contract is subject to renewal

No

II.2.9) Information about the limits on the number of candidates to be invited

Envisaged number of candidates: 3

Objective criteria for choosing the limited number of candidates:

Candidates will be assessed in accordance with Regulation 58 of the Public Contract Regulations 2015 as set out in the Information Memorandum. A selection process will be used to identify economic operators, who having submitted a response to the Selection Questionnaire, sufficiently demonstrate to the Department's satisfaction the appropriate technical and professional ability, economic, financial and legal standing to meet the requirements of the contract.

II.2.10) Information about variants

Variants will be accepted: No

II.2.11) Information about options

Options: Yes

Description of options

This contract will have the option to extend, at the Contracting Authority's discretion, for up to three (3) further periods of one (1) year each. All optional extensions will be subject

to review and satisfactory performance assessment conducted by Civil Service Pensions.

II.2.13) Information about European Union Funds

The procurement is related to a project and/or programme financed by European Union funds: No

II.2.14) Additional information

The estimated contract value indicated in Section II.1.5 and II.2.6 represents the potential value of the contract over the maximum contract period which ranges from £8,000,000 GBP to £20,000,000 GBP exclusive of VAT. This is an estimated range only and the Department reserves the right to award for a lower or higher amount. This range reflects the potential scale of the contract and takes into account changes and potential modifications to the contract that may be required that could not be identified or foreseen at the time of this procurement exercise but which are complementary to the services to be provided to ensure that the CSP operational service is maintained, upgraded and enhanced over its lifetime. It is envisaged that such modifications would be made without requiring a new procurement procedure in accordance with Regulation 72 of the Public Contracts Regulations 2015. This range does not however take into account the application of indexation or increases to charges due to increases in the Real Living Wage. Neither CPD nor the Contracting Authority can provide any guarantee as to the level of business under this contract. The Contracting Authority does not bind itself to accept the lowest or any tender. Economic Operators remain responsible for all costs and expenses incurred by them or by any third party acting under instructions from the Economic Operator in connection with taking part in this procurement process regardless of whether such costs arise as a consequence, directly or indirectly of any amendments made to the procurement documents by the Contracting Authority at any time. No legally binding contract shall arise (and an Economic Operator shall have no legitimate expectation that a contract will be entered into) until such time as entry into the Contract has been confirmed by the Contracting Authority. Economic Operators should note that all dates, time periods and figures in relation to values and volumes specified in this notice and the procurement documents are approximate only and the Contracting Authority reserves the right to change any or all of them.

Section III. Legal, economic, financial and technical information

III.1) Conditions for participation

III.1.1) Suitability to pursue the professional activity, including requirements relating to enrolment on professional or trade registers

List and brief description of conditions

Candidates will be assessed in accordance with Regulation 58 of the Public Contract Regulations. 2015 as set out in the Information Memorandum. A selection process will also be used to identify economic operators, who having submitted a response to the Selection Questionnaire, sufficiently demonstrate to the Department's satisfaction the appropriate technical, and professional ability, economic, financial and legal standing to meet the requirements of the contract.

III.1.2) Economic and financial standing

List and brief description of selection criteria

As per Tender documentation

III.1.3) Technical and professional ability

List and brief description of selection criteria

As per Tender documentation

III.2) Conditions related to the contract

III.2.2) Contract performance conditions

The appointment to the contract will be subject to the preferred supplier demonstrating that the minimum requirements specified in the selection questionnaire continue to be met and that there being no material adverse change to the standing of the supplier. The appointment will also be subject to all other necessary due diligence being carried out by the Authority. Contract performance will be subject to the conditions specified in the contract and the successful Supplier's performance on the contract will be regularly monitored.

Section IV. Procedure

IV.1) Description

IV.1.1) Type of procedure

Competitive dialogue

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: [2021/S 000-012391](#)

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

Date

22 July 2024

Local time

3:00pm

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

English

IV.2.6) Minimum time frame during which the tenderer must maintain the tender

Tender must be valid until: 18 January 2025

Section VI. Complementary information

VI.1) Information about recurrence

This is a recurrent procurement: No

VI.2) Information about electronic workflows

Electronic invoicing will be accepted

VI.3) Additional information

This competition is being conducted in accordance with the Public Contracts Regulations 2015 (“the Regulations”) and the Department for Finance (DoF) will use the Competitive Dialogue procedure which is governed by Regulation 30 of the Regulations. Further information on the competition and how the dialogue phase will be structured will be set out in the Information Memorandum and the Instructions for Competitive Dialogue (ICD) which will be issued to those economic operators who advance in the procurement following the evaluation of the responses to the Selection Questionnaire. The Authority expressly reserves the rights:(I). not to award any contract as a result of the procurement process commenced by publication of this notice; (II). to make whatever changes it may see fit to the content and structure of the tendering Competition; (III). to award a contract in respect of any part(s) of the services covered by this notice; and (IV). to award contract in stages and in no circumstances will the Authority be liable for any costs incurred by candidates. The successful contractor’s performance on the contract will be regularly monitored in line with the tender documentation. Contractors not delivering on contract requirements is a serious matter. It means the public purse is not getting what it is paying for. If a contractor fails to reach satisfactory levels of contract performance they will be given a specified time to improve. If, after the specified time, they still fail to reach satisfactory levels of contract performance, the matter will be escalated to senior management in CPD for further action. If this occurs and their performance still does not improve to satisfactory levels within the specified period, it may be regarded as an act of grave professional misconduct and they may be issued with a Notice of Unsatisfactory Performance and the contract may be terminated. The issue of a Notice of Unsatisfactory Performance can result in the Contractor being excluded from all procurement competitions being undertaken by Centres of Procurement Expertise on behalf of bodies covered by the Northern Ireland Procurement Policy for a period of three years from the date of issue.

VI.4) Procedures for review

VI.4.1) Review body

The UK does not have any such bodies with responsibility for appeal/mediation

procedures. Instead; any challenges are dealt with by the High Court, Commercial Division, to which proceedings may be issued regarding alleged breaches of the PCR 2015 as amended.

Belfast

Country

United Kingdom

VI.4.2) Body responsible for mediation procedures

The UK does not have any such bodies with responsibility for appeal/mediation procedures. Instead; any challenges are dealt with by the High Court, Commercial Division, to which proceedings may be issued regarding alleged breaches of the PCR 2015 as amended.

Belfast

Country

United Kingdom

VI.4.3) Review procedure

Precise information on deadline(s) for review procedures

CPD will comply with the Public Contracts Regulations 2015 and, where appropriate, will incorporate a standstill period (i.e. a minimum of 10 calendar days) at the point information on the award of contract is communicated to tenderers. That notification will provide full information on the award decision. This provides time for the unsuccessful tenderers to challenge the award decision before the contract is entered into.