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Tender

Accounts Payable Duplicate Payments & Audit Software System Procurement

HAMPSHIRE COUNTY COUNCIL

F02: Contract notice

Notice identifier: 2023/S 000-017184

Procurement identifier (OCID): ocds-h6vhtk-03cd8f

Published 16 June 2023, 12:36pm

Section I: Contracting authority

I.1) Name and addresses

HAMPSHIRE COUNTY COUNCIL

The Castle

WINCHESTER

SO238UJ

Email

Procurement.Support@hants.gov.uk

Country

United Kingdom

Region code

UKJ3 - Hampshire and Isle of Wight

Justification for not providing organisation identifier

Not on any register

Internet address(es)

Main address

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

Buyer's address

<https://in-tendhost.co.uk/hampshire.aspx/Home>

I.3) Communication

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

<https://in-tendhost.co.uk/hampshire.aspx/Home>

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/hampshire.aspx/Home>

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://in-tendhost.co.uk/hampshire.aspx/Home>

I.4) Type of the contracting authority

Regional or local authority

I.5) Main activity

General public services

Section II: Object

II.1) Scope of the procurement

II.1.1) Title

Accounts Payable Duplicate Payments & Audit Software System Procurement

Reference number

CR19403

II.1.2) Main CPV code

- 72260000 - Software-related services

II.1.3) Type of contract

Services

II.1.4) Short description

The Accounts Payable Team process over 950,000 transactions every year on behalf of the Authority and other entities. The team currently use a software package to audit the finance system to discover duplicate payments and uses this information to prevent potentially fraudulent transactions and claw back payments made in error from suppliers. The Authority is looking to procure replacement COTS software licences, including support, maintenance and training. HCC is not looking for an outsourced duplicate payment and audit service - this activity is to be kept in-house.

II.1.5) Estimated total value

Value excluding VAT: £490,000

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.3) Place of performance

NUTS codes

- UKJ3 - Hampshire and Isle of Wight

Main site or place of performance

Please refer to the ITT documents on our procurement portal

<https://in-tendhost.co.uk/hampshire/asp/Home>

II.2.4) Description of the procurement

A duplicate and fraudulent payment auditing COTS software system is in scope of this contract. HCC is not looking for an outsourced duplicate payment and audit service - this activity is to be kept in-house.

HCC is looking to contract for a period of 3 years with optional extensions of 4 x 12 month periods up to a total contract term of 7 years.

The Authority requires a COTS solution which has a product lifecycle/road map that supports this contract term and must allow HCC the option to take up additional features/improvements during the contract term.

Support and maintenance of the system is in scope of this contract.

HCC wishes to procure 15 licences initially, but there needs to be scope to increase the number of licences to at least 20 if required during the contract term.

The current number of transactions is circa 950,000 per year, but the system must have the ability to increase to 1.5M transactions per year and also have the ability to cater for double the current volume of transactions should HCC require this during the contract term.

The system must have the scope to process double the number of supplier records should HCC require this during the contract term.

HCC must have the ability to increase the number of entities where further onboarding takes place during the contract term.

The system and the HCC data held within it must be hosted in the UK or the EEA and must not be transferred or processed outside the UK or EEA.

The system must be implemented and be operational by the 30 November 2023.

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: £490,000

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

Start date

21 August 2023

End date

20 August 2026

This contract is subject to renewal

Yes

Description of renewals

The contract will have options to extend on an annual basis for a four year period after the initial three year term.

II.2.10) Information about variants

Variants will be accepted: No

II.2.11) Information about options

Options: 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

Open 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.2.1) Previous publication concerning this procedure

Notice number: [2023/S 000-014220](#)

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

Date

14 July 2023

Local time

2:00pm

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

Duration in months: 3 (from the date stated for receipt of tender)

IV.2.7) Conditions for opening of tenders

Date

14 July 2023

Local time

3:00pm

Section VI. Complementary information

VI.1) Information about recurrence

This is a recurrent procurement: No

VI.4) Procedures for review

VI.4.1) Review body

Royal Courts of Justice

The Strand

London

WC2A 2LL

Country

United Kingdom