

This is a published notice on the Find a Tender service: <https://www.find-tender.service.gov.uk/Notice/017651-2024>

Contract

## **Scottish Forestry - Provision of an HR, Payroll and Learning Management Service**

Scottish Forestry

F03: Contract award notice

Notice identifier: 2024/S 000-017651

Procurement identifier (OCID): ocds-h6vhtk-03e4cf

Published 6 June 2024, 4:46pm

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

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

Scottish Forestry

Saughton House

Edinburgh

EH11 3XD

#### **Contact**

Procurement

#### **Email**

[david.docherty@gov.scot](mailto:david.docherty@gov.scot)

#### **Telephone**

+44 1

#### **Country**

United Kingdom

**NUTS code**

UKM - Scotland

**Internet address(es)**

Main address

<https://forestry.gov.scot/>

Buyer's address

[https://www.publiccontractsscotland.gov.uk/search/Search\\_AuthProfile.aspx?ID=AA30372](https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA30372)

**I.2) Information about joint procurement**

The contract is awarded by a central purchasing body

**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**

Scottish Forestry - Provision of an HR, Payroll and Learning Management Service

Reference number

SF\_0339

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

- 79900000 - Miscellaneous business and business-related services

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

Services

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

Scottish Forestry is looking to appoint a single supplier to provide an end-to-end, fully managed HR and Payroll service with a supporting, cloud-based HR and Payroll system with an integrated Learning Management System.

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

This contract is divided into lots: No

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

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

- 79900000 - Miscellaneous business and business-related services

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

NUTS codes

- UKM - Scotland

Main site or place of performance

Saughton House, Edinburgh

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

Scottish Forestry is looking to appoint a single supplier to provide an end-to-end, fully managed HR and Payroll service with a supporting, cloud-based HR and Payroll system with an integrated Learning Management System.

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

Quality criterion - Name: Quality / Weighting: 70

Price - Weighting: 30

### **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 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: [2023/S 000-021320](#)

---

## **Section V. Award of contract**

### **Contract No**

SF\_0339

A contract/lot is awarded: No

### **V.1) Information on non-award**

The contract/lot is not awarded

Other reasons (discontinuation of procedure)

---

## **Section VI. Complementary information**

### **VI.3) Additional information**

The ITT Award Criteria contains 4 pass/fail questions (including Q4C.4 referred to in Section C above). Anyone who does not obtain a pass for these questions will not be considered further. All scored questions will be evaluated in accordance with the following scoring methodology:

0 Unacceptable - Nil or inadequate response. Fails to demonstrate an ability to meet the requirement.

1 Poor - Response is partially relevant but generally poor. The response addresses some elements of the requirement but contains insufficient/limited detail or explanation to demonstrate how the requirement will be fulfilled.

2 Acceptable - Response is relevant and acceptable. The response addresses a broad understanding of the requirement but may lack details on how the requirement will be fulfilled in certain areas.

3 Good - Response is relevant and good. The response is sufficiently detailed to demonstrate a good understanding and provides details on how the requirement will be fulfilled.

4 Excellent - Response is completely relevant and excellent overall. The response is comprehensive, unambiguous and demonstrates a thorough understanding of the requirement and provides details of how the requirement will be met in full.

Economic Operators may be excluded from this competition if they are in any of the situations referred to in Regulation 58 of the Public Contracts (Scotland) Regulations 2015.

The Public Contracts (Scotland) Regulations 2015 ([legislation.gov.uk](http://legislation.gov.uk))

(SC Ref:768757)

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

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

Edinburgh Sheriff Court

27 Chambers Street

Edinburgh

EH1 1LB

Telephone

+44 1312252525

Country

United Kingdom