

This is a published notice on the Find a Tender service: <https://www.find-tender.service.gov.uk/Notice/020017-2022>

Tender

## **DoJ - NICTS - The Parole Commissioners NI - Case Management System and Upload Portal**

Department for Justice - Parole Commissioners for Northern Ireland

F02: Contract notice

Notice identifier: 2022/S 000-020017

Procurement identifier (OCID): ocids-h6vhtk-0354d9

Published 22 July 2022, 1:29pm

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

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

Department for Justice - Parole Commissioners for Northern Ireland

Laganside Courts

BELFAST

BT1 3LL

#### **Email**

[SSDAdmin.CPD@finance-ni.gov.uk](mailto:SSDAdmin.CPD@finance-ni.gov.uk)

#### **Country**

United Kingdom

#### **NUTS code**

UK - United Kingdom

#### **Internet address(es)**

Main address

<https://etendersni.gov.uk/epps>

Buyer's address

<https://etendersni.gov.uk/epps>

## **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 electronically via

<https://etendersni.gov.uk/epps>

## **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**

DoJ - NICTS - The Parole Commissioners NI - Case Management System and Upload Portal

Reference number

4188694

#### **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 purpose of this procurement is to:

- Develop and implement a comprehensive case management system incorporating the data held within the existing Parole Commissioners of Northern Ireland (PCNI) case management system and supporting excel documentation (this consists of basic/non-complex case information) to support the work of PCNI in the discharge of their functions.
- Provide an upload portal that allows for referral submissions and dossiers to be transferred between the Northern Ireland Prison Service (NIPS) and PCNI.
- Provide technical support and maintenance for the term of the contract plus the facility to make change requests. This contract will start on the Contract Commencement Date and include a period of development up to the Service Commencement Date (This must be no later than 31st August 2023). The support and maintenance will commence following system Service Commencement Date until expiry of the initial period of four years plus two optional extension periods of 12 months each.

#### **II.1.5) Estimated total value**

Value excluding VAT: £943,000

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

This contract is divided into lots: No

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

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

- 48600000 - Database and operating software package
- 72000000 - IT services: consulting, software development, Internet and support
- 72200000 - Software programming and consultancy services
- 72210000 - Programming services of packaged software products
- 72250000 - System and support services
- 72500000 - Computer-related services
- 48000000 - Software package and information systems

**II.2.3) Place of performance**

NUTS codes

- UKN - Northern Ireland

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

The purpose of this procurement is to:

- Develop and implement a comprehensive case management system incorporating the data held within the existing Parole Commissioners of Northern Ireland (PCNI) case management system and supporting excel documentation (this consists of basic/non-complex case information) to support the work of PCNI in the discharge of their functions.
- Provide an upload portal that allows for referral submissions and dossiers to be transferred between the Northern Ireland Prison Service (NIPS) and PCNI.
- Provide technical support and maintenance for the term of the contract plus the facility to make change requests. This contract will start on the Contract Commencement Date and include a period of development up to the Service Commencement Date (This must be no later than 31st August 2023). The support and maintenance will commence following system Service Commencement Date until expiry of the initial period of four years plus two optional extension periods of 12 months each.

**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: £943,000

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

Duration in months

48

This contract is subject to renewal

No

#### **II.2.10) Information about variants**

Variants will be accepted: No

#### **II.2.11) Information about options**

Options: Yes

Description of options

The contract will run for 4 years from service commencement date with the option to extend for a further 2 periods of up to 12 months each.

#### **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 contract will commence on award of contract. The service commencement date of the initial 4 years will commence on acceptance of the fully tested and operational system by the Contracting Authority.

---

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

Date

24 August 2022

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: 22 November 2022

#### **IV.2.7) Conditions for opening of tenders**

Date

24 August 2022

Local time

3:30pm

---

## **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

Electronic payment will be used

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

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 their place on the contract may be terminated. The issue of a Notice of unsatisfactory Performance will 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 twelve months from the date of issue of the Notice.

### **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.4.3) Review procedure**

Precise information on deadline(s) for review procedures

CPD will comply with the Public Contracts Regulations 2015 (as amended) 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.