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Tender

HR & Payroll System

The Abbeyfield Society

F02: Contract notice

Notice identifier: 2021/S 000-023006

Procurement identifier (OCID): ocds-h6vhtk-02e151

Published 16 September 2021, 9:14am

Section I: Contracting authority

I.1) Name and addresses

The Abbeyfield Society

St Peter's House, 2 Bricket Rd

St Albans

AL1 3JW

Contact

Mehran Alborzpour

Email

M.Alborzpour@abbeyfield.com

Telephone

+44 7949775566

Country

United Kingdom

NUTS code

UK - United Kingdom

National registration number

200719

Internet address(es)

Main address

<https://www.abbeyfield.com/>

I.3) Communication

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

<https://www.delta-esourcing.com/tenders/UK-UK-St-Albans:-Time-accounting-or-human-resources-software-package./95YZXBDVHH>

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

Housing and community amenities

Section II: Object

II.1) Scope of the procurement

II.1.1) Title

HR & Payroll System

II.1.2) Main CPV code

- 48450000 - Time accounting or human resources software package

II.1.3) Type of contract

Supplies

II.1.4) Short description

Provision of HR & Payroll System.

II.1.5) Estimated total value

Value excluding VAT: £400,000

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.3) Place of performance

NUTS codes

- UK - United Kingdom

Main site or place of performance

UNITED KINGDOM

II.2.4) Description of the procurement

Abbeyfield is in search of a partner that supports Abbeyfield's HCM system implementation and support for either of the HCM products including but not limited to Ceridian Dayforce, Workday HCM, Oracle cloud HCM or SAP SuccessFactors. Abbeyfield requires immediate provisioning of the services.

In addition, Abbeyfield expect the new HCM system to transform the traditional administrative functions of recruiting, onboarding, workforce management, training, payroll, compensation, and performance management into opportunities to drive engagement, self-service, compliance oversight, workforce insights, productivity, and business value. Abbeyfield require the solution to provide single sign on, data security, application security (two factor authentication), network security, infrastructure redundancy, industry standard disaster recovery while providing intuitive user interface, seamless functionality with industry best practices.

Abbeyfield will be transforming the way their service users, volunteers and employees engage with technology and increase their productivity through using cost effective, high performing, flexible products and services delivered by best of breed suppliers.

Abbeyfield are looking to partner with a supplier who will provide an innovative design and then deliver the smooth implementation, migration, and operation of their HCM system.

More details and specific requirements are captured in the attached documents for this notice.

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: £400,000

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

Duration in months

36

This contract is subject to renewal

Yes

Description of renewals

- 1) Possibility of up to two voluntary one-year extensions
- 2) A four-year contract with the possibility of up to one voluntary one-year extension
- 3) A five-year contract

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

Envisaged minimum number: 3

Maximum number: 4

Objective criteria for choosing the limited number of candidates:

As set out in the documents accompanying the Selection Questionnaire

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

II.2.14) Additional information

To respond to this opportunity please click here: <https://www.delta-esourcing.com/respond/74Q97BNPY9>

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

- 1) Must adhere as a minimum to ISO standards ISO27001 and ISO9001
- 2) Must be an approved reseller or supplier of the HCM product i.e., Ceridian Dayforce, Workday HCM, Oracle cloud HCM or SAP SuccessFactors.
- 3) Must be in the primary business of providing IT Services
- 4) Must have highly qualified HCM IT system experts who can diagnose problems quickly and recommend solutions. These consultants should also be available to design solution at the request of Abbeyfield.

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

III.2) Conditions related to the contract

III.2.2) Contract performance conditions

Details of the conditions are set out in the procurement documents. These will include conditions relating to service levels and service credits and/or right to terminate for less than minimum acceptable performance levels.

Section IV. Procedure

IV.1) Description

IV.1.1) Type of procedure

Competitive procedure with negotiation

Accelerated procedure

Justification:

Urgent business requirement. Upgrade to existing IT systems and infrastructure required as a result of the COVID 19 pandemic to support business critical processes.

IV.1.5) Information about negotiation

The contracting authority reserves the right to award the contract on the basis of the initial tenders without conducting negotiations

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

6 October 2021

Local time

5:00pm

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

22 October 2021

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: 4 (from the date stated for receipt of tender)

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

The contracting authority considers that this contract may be suitable for economic operators that are small or medium enterprises (SMEs). However, any selection of tenderers will be based solely on the criteria set out for the procurement.

The contracting authority is subject the Environmental Information Regulations 2004. All information to which the Environmental Information Regulations apply will be dealt with in accordance with those Regulations.

The right is reserved not to proceed or not to award a contract for the whole or any part of proposed procurement. Neither the contracting authority nor any person on whose behalf of whom this procurement is undertaken is to be liable for any costs incurred by those expressing an interest or tendering for this contract.

For more information about this opportunity, please visit the Delta eSourcing portal at:

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GO Reference: GO-2021915-PRO-18913070

VI.4) Procedures for review

VI.4.1) Review body

See VI.4.3 below

See VI.4.3 below

Country

United Kingdom

VI.4.3) Review procedure

Precise information on deadline(s) for review procedures

The contracting authority will incorporate a minimum 10 calendar day standstill period at the point information on the award of the contract is communicated to tenderers. The Public Contracts Regulations 2015 (SI 2015 No 102) (as amended) provide for aggrieved parties who have been harmed or are at risk of harm by a breach of the rules to take action in the High Court (England, Wales and Northern Ireland). Any such action must be started within 30 days beginning with the date when the aggrieved party first knew or ought to have known that grounds for starting the proceedings had arisen. The Court may extend the time limit for starting proceedings where the Court considers that there is a good reason for doing so but not so as to permit proceedings to be started more than 3 months after that date. Where a contract has not been entered into, the Court may order the setting aside of the award decision or order the contracting authority to amend any document and may award damages. If the contract has been entered into the Court may only award damages or, where the contract award procedures have not been followed correctly, declare the contract to be "ineffective".