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Tender

HR and Payroll Software

Notre Dame High School

F02: Contract notice

Notice identifier: 2024/S 000-023433

Procurement identifier (OCID): ocds-h6vhtk-04850f

Published 26 July 2024, 2:32pm

Section I: Contracting authority

I.1) Name and addresses

Notre Dame High School

Fulwood Road,

Sheffield

S10 3BT

Email

hhazleton@notredame-high.co.uk

Telephone

+44 1142302536

Country

United Kingdom

NUTS code

UK - United Kingdom

Internet address(es)

Main address

<http://www.notredame-high.co.uk>

Buyer's address

<http://www.notredame-high.co.uk>

I.3) Communication

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

<https://suppliers.multiquote.com>

Additional information can be obtained from another address:

Notre Dame High School

Fulwood Road,

Sheffield

S10 3BT

Email

hhazleton@notredame-high.co.uk

Telephone

+44 1142302536

Country

United Kingdom

NUTS code

UK - United Kingdom

Internet address(es)

Main address

<http://www.notredame-high.co.uk>

Buyer's address

<http://www.notredame-high.co.uk>

Tenders or requests to participate must be submitted electronically via

<https://suppliers.multiquote.com>

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

Education

Section II: Object

II.1) Scope of the procurement

II.1.1) Title

HR and Payroll Software

Reference number

CA14431 -

II.1.2) Main CPV code

- 79631000 - Personnel and payroll services

II.1.3) Type of contract

Services

II.1.4) Short description

This Invitation to Tender (ITT) is for the provision of human resources and payroll software for St Clare Catholic Multi Academy Trust.

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.2) Additional CPV code(s)

- 79414000 - Human resources management consultancy services

II.2.3) Place of performance

NUTS codes

- UKE3 - South Yorkshire

Main site or place of performance

South Yorkshire

II.2.4) Description of the procurement

This Invitation to Tender (ITT) is for the provision of human resources and payroll software for St Clare Catholic Multi Academy Trust.

The proposed contract will be for an initial 3-year period subject to satisfactory performance, covering the following academic and financial years:

- 2024/25
- 2025/26
- 2026/27

The contract may be further extended by an additional two years in one-year increments

subject to satisfactory performance and mutual consent. The contract will be retendered at the end of the fourth or fifth year, if extended, otherwise it will be retendered by the end of the third year.

All tenders must be able to demonstrate a detailed understanding of human resources and payroll management and legal and statutory compliance.

II.2.5) Award criteria

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

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

Duration in months

60

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

60 month(s) from the commencement date, with 36 initial month(s) and option to extend 2x12 month(s)

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 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: Yes

IV.2) Administrative information

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

Date

22 August 2024

Local time

12:00pm

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

English

IV.2.7) Conditions for opening of tenders

Date

22 August 2024

Local time

12:00pm

Section VI. Complementary information

VI.1) Information about recurrence

This is a recurrent procurement: No

VI.2) Information about electronic workflows

Electronic ordering will be used

Electronic invoicing will be accepted

Electronic payment will be used

VI.4) Procedures for review

VI.4.1) Review body

Notre Dame High School

St Clare Catholic Multi Academy Trust

Sheffield

S9 3WU

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tender@stclarecmat.org.uk

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+44 1142302536

Country

United Kingdom