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Planning

E-Rostering System for Care Homes

HAMPSHIRE COUNTY COUNCIL

F01: Prior information notice

Prior information only

Notice identifier: 2023/S 000-023474

Procurement identifier (OCID): ocids-h6vhtk-03eed9

Published 10 August 2023, 4:50pm

Section I: Contracting authority

I.1) Name and addresses

HAMPSHIRE COUNTY COUNCIL

The Castle, Tower Street

Winchester

SO23 8UJ

Contact

Paul Drake

Email

AHcprocurement@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>

I.3) Communication

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

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

Additional information can be obtained from the above-mentioned address

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

E-Rostering System for Care Homes

Reference number

AS20997

II.1.2) Main CPV code

- 85000000 - Health and social work services
 - JA02 - For computer software
 - RC05 - In information technology

II.1.3) Type of contract

Services

II.1.4) Short description

E Rostering System for Care Homes within Hampshire.

Hampshire County Council Adults Health and Care Directorate is currently seeking the views of the market for an upcoming tender for the supply of an E-Rostering (Work Scheduling) System / Application for its Care Homes within Hampshire and or operated by Hampshire County Council.

HCC Care is formed of 7 areas within Hampshire County Council, Older Adults; Nursing, Residential, Younger Adults; Respite, Residential, Crisis & Day opportunities. Total of 37 Services. 15 of which are already using existing E-Rostering system.

The aim is to get all 37 units using the same system to ensure we have clear and concise data across the whole portfolio.

Our current system is due for renewal and we are looking to source a new provider that will cover our requirements for time, attendances and rosters.

As part of Hampshire County Council's strategic vision for e-services, all departments looking to adopt / introduce electronic systems such as Rostering / Work Scheduling to

enhance efficient delivery are encouraged to review existing procured e-services for suitability and utilise where applicable.

The Council intends to engage with the market via an Engagement Event. The purpose of the event will be to invite feedback on the Council's proposed requirements and to gain an understanding of the capabilities and capacity within the market. The Council are seeking to understand whether there is market capability available to supply these rostering and work scheduling systems based on the description within this Prior Information Notice and the specification requirements provided in Hampshire County Council Procurement Portal (In-tend).

The Engagement Event will involve a brief presentation on the Council's intentions, followed by an opportunity to give feedback in relation to HCC requirements. There will also be a questionnaire for suppliers to provide feedback on key areas such as meeting the specific requirements of the system.

The above questionnaire and the functional list of requirements can be download from HCC In-Tend system once your organisation has registered.

The Supplier Engagement Event is scheduled to take place on 29th August -2023 at 14:00hrs using Microsoft Teams.

Interested providers wanting to attend this Teams supplier engagement event need to e-mail:

ahcprocurement@hants.gov.uk

Please advise specific e-mail addresses and an invite will be sent to the e-mail address. Please note that a maximum of only two attendees will be sent invites for each interested organisation.

Interested suppliers should also register on HCC tendering Portal In-Tend.

It is free to register and only takes 10 minutes and will make sure you are copied in on any subsequent communications and that you can download the questionnaire and functional list of requirements.

Feedback from the event will be used to inform the specification, and the most appropriate approach and contract term. Feedback will not be used to evaluate suppliers or to create a short-list for any future tender.

II.1.5) Estimated total value

Value excluding VAT: £800,000

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.2) Additional CPV code(s)

- 48000000 - Software package and information systems
- 72000000 - IT services: consulting, software development, Internet and support
- 85000000 - Health and social work services

II.2.3) Place of performance

NUTS codes

- UKJ3 - Hampshire and Isle of Wight

Main site or place of performance

Care Homes in Hampshire owned and / or operated by Hampshire County Council, including new Care Homes built within the term of the contract and the removal of Care Homes as they become decommissioned and replaced with new facilities.

II.2.4) Description of the procurement

E-Rostering System for Care Units within Hampshire.

Hampshire County Council have been managing and operating Care Homes for a number of years, and are in need of a Rostering Work Scheduling System to assist with the efficient operation of the Care Homes via the rostering of support staff.

The Council intends to appoint a single supplier to provide this rostering system across Hampshire under a single contract, but are seeking the markets feedback on whether this approach is suitable and what systems are available.

The Council is proposing an initial contract term of 2 years, with optional extension periods of up to 2 years at a time to a maximum of 10 years.

The Council intends to have a contract in place by early June 2024, via an initial Pilot Scheme at one Care Home with the requirement to roll out the system to other care homes by November-2024.

The Council are still deciding the most appropriate route to market and specification for

this service. All requirements detailed above are subject to change based on feedback following the market engagement event. This market engagement exercise does not guarantee any future tender taking place.

II.2.14) Additional information

Interested suppliers should update their details on In-Tend or register on In-Tend if not already registered by using the following link:

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

Registration is free and only takes 10 minutes and guidance is provided on the site.

Please note, the information in this document represents the County Council's current plans and may be subject to change prior to tender publication. The County Council reserves the right to amend or change all and any aspects discussed in this exercise.

Please note that this Market Engagement Exercise does not seek to develop a shortlist or approved listing of providers and is purely to generate interest and interrogate the market to see what systems and options exist for these service and systems.

II.3) Estimated date of publication of contract notice

17 November 2023

Section IV. Procedure

IV.1) Description

IV.1.8) Information about the Government Procurement Agreement (GPA)

The procurement is covered by the Government Procurement Agreement: Yes

Section VI. Complementary information

VI.3) Additional information

E-Rostering System for Care Homes.

A Market Engagement event will be held on 29th August 2023 starting at 14:00 hrs. This is a remote event via MS Teams. The aim and objectives of this event are listed below:

Aim:

To provide an opportunity for commissioners to provide potential bidders with information on the tender requirements for a E-Rostering System for Care Homes in Hampshire.

Objectives for Commissioners:

- To inform organisations who can provided such a system to the specification and user requirements.
- To generate interest and competition from suitably qualified bidders to submit tenders.
- To improve the quality of bids received.

Objectives for providers:

- To increase awareness of the Local Authority, and its requirements for the above system.
- To be informed of the information requirements of potential bidders in order to improve tender quality.
- To be informed of the procurement process and timelines.