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Tender

Harrow, Richmond & Uxbridge College HR, Payroll and Learning Management System Tender

HCUC - Uxbridge College and Harrow College

F02: Contract notice

Notice identifier: 2024/S 000-024642

Procurement identifier (OCID): ocds-h6vhtk-0487f8

Published 6 August 2024, 11:24am

The closing date and time has been changed to:

16 September 2024, 4:00pm

See the [change notice](#).

Section I: Contracting authority

I.1) Name and addresses

HCUC - Uxbridge College and Harrow College

Park Road

Uxbridge

UB8 1NQ

Email

enquiries@harrow.ac.uk

Telephone

+44 2089096000

Country

United Kingdom

NUTS code

UKI - London

Internet address(es)

Main address

<https://www.harrow.ac.uk>

Buyer's address

<https://www.harrow.ac.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:

HCUC - Uxbridge College and Harrow College

Park Road

Uxbridge

UB8 1NQ

Email

enquiries@harrow.ac.uk

Telephone

+44 2089096000

Country

United Kingdom

NUTS code

UKI - London

Internet address(es)

Main address

<https://www.harrow.ac.uk>

Buyer's address

<https://www.harrow.ac.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

Harrow, Richmond & Uxbridge College HR, Payroll and Learning Management System Tender

Reference number

CA14502 -

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

Harrow, Richmond & Uxbridge College HR, Payroll and Learning Management System Tender, contract split into 3 Lots, suppliers can tender for 1, 2 or 3 of the Lots.

II.1.5) Estimated total value

Value excluding VAT: £395,000

II.1.6) Information about lots

This contract is divided into lots: Yes

Tenders may be submitted for maximum number of lots
3

Maximum number of lots that may be awarded to one tenderer: 3

II.2) Description

II.2.1) Title

Lot 1 Payroll System

Lot No

1

II.2.2) Additional CPV code(s)

- 48450000 - Time accounting or human resources software package

II.2.3) Place of performance

NUTS codes

- UKI3 - Inner London – West
- UKI - London
- UKI4 - Inner London – East
- UKI6 - Outer London – South
- UKI7 - Outer London – West and North West
- UKI5 - Outer London – East and North East

Main site or place of performance

London

II.2.4) Description of the procurement

Lot 1 Payroll System

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: £165,000

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

Duration in months

86

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

86 month(s) from the commencement date, with 62 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

II.2) Description

II.2.1) Title

Lot 2 HR Management System

Lot No

2

II.2.2) Additional CPV code(s)

- 48450000 - Time accounting or human resources software package

II.2.3) Place of performance

NUTS codes

- UKI3 - Inner London – West
- UKI4 - Inner London – East
- UKI6 - Outer London – South
- UKI - London

- UKI5 - Outer London – East and North East
- UKI7 - Outer London – West and North West

Main site or place of performance

London

II.2.4) Description of the procurement

Lot 2 HR System

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: £125,000

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

Duration in months

86

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

86 month(s) from the commencement date, with 62 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

II.2) Description

II.2.1) Title

Lot 3 Learning Management System

Lot No

3

II.2.2) Additional CPV code(s)

- 48450000 - Time accounting or human resources software package

II.2.3) Place of performance

NUTS codes

- UKI5 - Outer London – East and North East
- UKI3 - Inner London – West
- UKI - London
- UKI7 - Outer London – West and North West
- UKI4 - Inner London – East
- UKI6 - Outer London – South

Main site or place of performance

London

II.2.4) Description of the procurement

Lot 3 Learning Management System

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: £85,000

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

Duration in months

86

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

86 month(s) from the commencement date, with 62 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.1.1) Suitability to pursue the professional activity, including requirements relating to enrolment on professional or trade registers

List and brief description of conditions

In the first instance, candidates should register with multiquote.com and express an interest in the contract. Contract details can be found under the 'Opportunities' section of the multiquote.com homepage. A Selection Questionnaire (SQ) must be completed and returned (via multiquote.com) as part of the request to participate process. Candidates will need to provide as part of the request to participate process evidence of business quality

standards, accreditations, and relevant experience. Any candidate found to be guilty of serious misrepresentation in proving false or inaccurate information may be declared ineligible and not selected to continue with the process.

III.1.2) Economic and financial standing

List and brief description of selection criteria

In the first instance, candidates should register with multiquote.com and express an interest in the contract. Contract details can be found under the 'Opportunities' section of the multiquote.com homepage. A Selection Questionnaire (SQ) must be completed and returned (via multiquote.com) as part of the request to participate process. Candidates will need to provide as part of the request to participate process evidence of business quality standards, accreditations, and relevant experience. Any candidate found to be guilty of serious misrepresentation in proving false or inaccurate information may be declared ineligible and not selected to continue with the process.

Minimum level(s) of standards possibly required

Levels stated in tender docs

III.1.3) Technical and professional ability

List and brief description of selection criteria

In the first instance, candidates should register with multiquote.com and express an interest in the contract. Contract details can be found under the 'Opportunities' section of the multiquote.com homepage. A Selection Questionnaire (SQ) must be completed and returned (via multiquote.com) as part of the request to participate process. Candidates will need to provide as part of the request to participate process evidence of business quality standards, accreditations, and relevant experience. Any candidate found to be guilty of serious misrepresentation in proving false or inaccurate information may be declared ineligible and not selected to continue with the process.

Minimum level(s) of standards possibly required

Levels stated in tender docs

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

Originally published as:

Date

5 September 2024

Local time

12:00pm

Changed to:

Date

16 September 2024

Local time

4:00pm

See the [change notice](#).

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

English

IV.2.7) Conditions for opening of tenders

Date

5 September 2024

Local time

12:00pm

Section VI. Complementary information

VI.1) Information about recurrence

This is a recurrent procurement: No

VI.3) Additional information

Section II.3) – dates refer to the initial contract period and do not include the options of any extensions.

Section IV.3.5) – any dates shown are an estimate.

In the first instance, candidates should register with www.multiquote.com and express an interest in the contract, full details of the contract will be available.

The Contracting Authority shall not be under any obligation to accept any tender. The Contracting Authority reserves the right to cancel the entire or parts of the tender, without such an action conferring any right to compensation on the Tenderers.

The Contracting Authority has no liability to settle any cost incurred by the tenderer as a result of the tendering procedure.

VI.4) Procedures for review

VI.4.1) Review body

Tenet Education

Procurement House, Unit 23 Leslie Hough Way

Salford, Manchester

M6 6AJ

Email

raymond.wiffen@tenetservices.com

Telephone

+44 7904236997

Country

United Kingdom

VI.4.3) Review procedure

Precise information on deadline(s) for review procedures

The authority will incorporate a minimum 10 calendar day standstill period at the point that information on the award of the contract is communicated to tenderers. If an appeal regarding the award of contract has not been successfully resolved then the Public Contracts Regulations 2015 provide for aggrieved parties who have been harmed or are at risk of harm by breach of the rules to take action in the High Court. Any such action must be brought promptly (generally within 3 months).