

This is a published notice on the Find a Tender service: <https://www.find-tender.service.gov.uk/Notice/025402-2022>

Tender

## **Financial Planning, Forecasting and Budgeting Solution**

Financial Services Compensation Scheme

F02: Contract notice

Notice identifier: 2022/S 000-025402

Procurement identifier (OCID): ocds-h6vhtk-036761

Published 9 September 2022, 4:05pm

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

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

Financial Services Compensation Scheme

Beaufort House, 15 St. Botolph Street

London

EC3A 7QU

#### **Email**

[Procurement@fscs.org.uk](mailto:Procurement@fscs.org.uk)

#### **Telephone**

+44 2073758194

#### **Country**

United Kingdom

#### **Region code**

UK - United Kingdom

**Internet address(es)**

Main address

<https://www.fscs.org.uk>

**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-London:-Software-package-and-information-systems./MVKKQHDX46>

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**

Economic and financial affairs

---

**Section II: Object**

**II.1) Scope of the procurement**

**II.1.1) Title**

Financial Planning, Forecasting and Budgeting Solution

Reference number

FSCS419

**II.1.2) Main CPV code**

- 48000000 - Software package and information systems

### **II.1.3) Type of contract**

Supplies

### **II.1.4) Short description**

FSCS is looking to procure a new Financial Planning, Forecasting and Budgeting solution.

The new solution would support the business to do the following:

- Prepare regular forecasts and annual budgets of all cost and revenue accounts in a simple and easily updatable manner;
- Prepare regular forecasts of non-financial information e.g. headcount and claims volumes;
- Monitor actuals against budget and forecasts enabling management to easily identify, understand and report variances;
- Allocation of costs (actuals and forecast) to several categories e.g. for activity-based costing analysis and to various funding categories for levy calculations; and
- Report to senior management, Board and externally.

The contract with the successful provider will include licences, the design and implementation of the solution together with the annual support and maintenance.

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

Value excluding VAT: £1,150,000

### **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

The objectives of the solution are:

- All budgeting and forecasting to be undertaken directly within the solution:

- oCosts and revenues - management expenses, project costs, compensation costs, levy and recoveries income;

- oNon-P&L items including claims volumes; and

- oHeadcount/FTE and contractors.

- All associated reporting to be produced from the solution.

- Actuals for all items listed to be automatically and regularly loaded into the solution to support the budgeting and forecasting process and enable variance analysis.

- The solution must be easy to use:

- oFSCS requires a solution that is logical and would be readily manageable for input and parameterisation by Finance and Accounting staff. These are expected to be at a semi-professional level and therefore numerate and skilled to intermediate excel proficiency as a minimum and will understand accounting concepts. We would not expect them to have SQL skills, but it is anticipated that the skill level can be called upon from the business in exceptional cases.

- The solution must be flexible and be able to quickly reflect any changes to requirements. For example, the solution must easily allow for any changes or additions to any organisational structures, ABC categories, funding classes, claims products, account lines or cost centres.

- Ability to view real time information – including any cost allocations - once updates and changes are made to budgets and forecasts.

- Budget holders to be able to access the solution with restricted access based on their individually defined cost centres. Budget holders to be able to view latest forecasts and real time access to transactions.

- There will be approximately, not limited to:

- o10 full users. These include Finance Team users, who will have full access to the system

(Read, Create, Update and Delete) to the data, models, users, configuration, etc.

o3 support users. These will be IT support users, who would have full access (Read, Create, Update and Delete) but to only data and user/admin functions.

o37 read-only users. This includes Budget holders – who will only require access to view data and run report.

- Cost allocations – the solution must be able to perform allocations of actual and budget/forecast data based on defined drivers that may not remain static (e.g., YTD headcount and claims volumes) throughout the year.
- Scenario planning – to have a separate module or area in the solution where various alternate scenarios can be modelled and does not impact the current forecasts and budgets.
- Administration of the solution should be able to be performed circa 80% in-house, once fully implemented. Administration comprises activities such as creating new cost centres, changes to organisational structure, amending user access, amending controllable and volume driven cost classifications, funding classes, claims products and amend calculations.
- Must be able to upload data daily from the ledger system (currently SunSystems), to include full P&L and balance sheet.
- Must be able to upload prescribed system data to the Data Warehouse and have the ability to load data back into the Data Warehouse also.
- Must have a facility to provide confidence that the data loaded into the system is complete and accurate, whether through reconciliation or other means.
- The solution must be adaptable for potential future changes in the systems that it integrates with e.g., Data warehouse or change of Finance systems or other data feeds and possibly move to a more API (Application Programming Interface) based connector.

### **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: £1,150,000

## **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

This includes the option to extend for a further period of 2 years and then subsequent two 12- month contract extensions.

## **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**

The estimated value of the contract includes the initial term in addition all extension options

---

## **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

28 October 2022

Local time

2:00pm

#### **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**

Duration in months: 6 (from the date stated for receipt of tender)

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

Date

28 October 2022

Local time

2:00pm

---

## **Section VI. Complementary information**

### **VI.1) Information about recurrence**

This is a recurrent procurement: No

### **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.

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

<https://www.delta-esourcing.com/tenders/UK-UK-London:-Software-package-and-information-systems./MVKKQHDX46>

To respond to this opportunity, please click here:

<https://www.delta-esourcing.com/respond/MVKKQHDX46>

GO Reference: GO-202299-PRO-20931290

### **VI.4) Procedures for review**

#### **VI.4.1) Review body**

The Royal Court of Justice

The Strand

London

Country

United Kingdom