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Tender

## **Finance and HR/Payroll system replacement**

Ipswich Borough Council

F02: Contract notice

Notice identifier: 2024/S 000-025887

Procurement identifier (OCID): ocds-h6vhtk-048b0c

Published 15 August 2024, 7:55am

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

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

Ipswich Borough Council

Grafton House, 15-17 Russell Road

Ipswich

IP1 2DE

#### **Email**

[elizabeth.dunachie@ipswich.gov.uk](mailto:elizabeth.dunachie@ipswich.gov.uk)

#### **Telephone**

+44 1473433906

#### **Country**

United Kingdom

#### **NUTS code**

UKH14 - Suffolk

**Internet address(es)**

Main address

[www.suffolksourcing.uk](http://www.suffolksourcing.uk)

**I.3) Communication**

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

[www.suffolksourcing.uk](http://www.suffolksourcing.uk)

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

[www.suffolksourcing.uk](http://www.suffolksourcing.uk)

Tenders or requests to participate must be submitted to the above-mentioned address

**I.4) Type of the contracting authority**

Regional or local authority

**I.5) Main activity**

General public services

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## **Section II: Object**

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

#### **II.1.1) Title**

Finance and HR/Payroll system replacement

Reference number

IBC/18160

#### **II.1.2) Main CPV code**

- 72260000 - Software-related services

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

Services

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

Finance and HR/Payroll systems. Solutions providers should be prepared to provide, host, and maintain one or both solutions.

#### **II.1.6) Information about lots**

This contract is divided into lots: Yes

Tenders may be submitted for all lots

### **II.2) Description**

#### **II.2.1) Title**

HR/Payroll system and support

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

- UKH14 - Suffolk

#### **II.2.4) Description of the procurement**

Finance and HR/Payroll systems. Solutions providers should be prepared to provide, host, and maintain one or both solutions. This system is required to facilitate multiple payrolls with multiple frequencies and pay dates. It is also required to cover all aspects of HR functionality of the Council and external customers.

#### **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**

Start date

1 March 2025

End date

28 February 2032

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: 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) Description**

#### **II.2.1) Title**

Finance system and support

Lot No

2

**II.2.2) Additional CPV code(s)**

- 48440000 - Financial analysis and accounting software package

**II.2.3) Place of performance**

NUTS codes

- UKH14 - Suffolk

**II.2.4) Description of the procurement**

Finance system and support

**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**

Start date

1 March 2025

End date

28 February 2032

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: 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) Description**

### **II.2.1) Title**

Integrated Finance and HR system and support

Lot No

3

### **II.2.2) Additional CPV code(s)**

- 48451000 - Enterprise resource planning software package

### **II.2.3) Place of performance**

NUTS codes

- UKH14 - Suffolk

### **II.2.4) Description of the procurement**

Integrated HR/Payroll and Finance system and support (to provide all the requirements set out in Lots 1 and 2).

### **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**

Start date

1 March 2025

End date

28 February 2032

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: 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

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## **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

14 October 2024

Local time

11:00am

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

English

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

Date

14 October 2024

Local time

11:00am

Place

Ipswich Borough Council

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## **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**

Minister for the Cabinet Office acting through Crown Commercial Services

9th Floor, The Capital Building, Old Hall Street, Liverpool

Liverpool

Email

[cps@crowcommercial.gov.uk](mailto:cps@crowcommercial.gov.uk)

Telephone

+44 3150103503

Country

United Kingdom

Internet address

<https://www.gov.uk/ccs>

### **VI.4.3) Review procedure**

Precise information on deadline(s) for review procedures

TBC