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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

### **Telephone**

+44 1473433906

### Country

**United Kingdom** 

#### **NUTS** code

UKH14 - Suffolk

### Internet address(es)

Main address

### www.suffolksourcing.uk

### I.3) Communication

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

### 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

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

# **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

Options: No

II.2.11) Information about options

### 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

# 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** 

# **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@crowncommercial.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**