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Tender

Finance System Support

Senedd Cymru / Welsh Parliament

F02: Contract notice

Notice identifier: 2023/S 000-026843

Procurement identifier (OCID): ocds-h6vhtk-03fbcd

Published 11 September 2023, 4:32pm

Section I: Contracting authority

I.1) Name and addresses

Senedd Cymru / Welsh Parliament

Senedd Cymru / Welsh Parliament, Ty Hywel, Cardiff Bay

Cardiff

CF99 1SN

Email

helena.grant@senedd.wales

Telephone

+44 3002006549

Country

United Kingdom

NUTS code

UKL22 - Cardiff and Vale of Glamorgan

Internet address(es)

Main address

<https://www.senedd.wales.org/abthome/abt-procurement.htm>

Buyer's address

https://www.sell2wales.gov.wales/search/Search_AuthProfile.aspx?ID=AA0424

I.2) Information about joint procurement

The contract is awarded by a central purchasing body

I.3) Communication

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

<https://etenderwales.bravosolution.co.uk>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<https://etenderwales.bravosolution.co.uk>

I.4) Type of the contracting authority

Body governed by public law

I.5) Main activity

Other activity

Devolved Legislation

Section II: Object

II.1) Scope of the procurement

II.1.1) Title

Finance System Support

Reference number

1235

II.1.2) Main CPV code

- 72000000 - IT services: consulting, software development, Internet and support

II.1.3) Type of contract

Services

II.1.4) Short description

The Senedd has a requirement to put in place a support contract to cover a variety of areas of its' Microsoft Dynamics Business Central system. The contract will be for a 5-year period, with the option to extend for a further 5 years, commencing on 1st January 2024. The aim of this contract is to appoint a support partner to work with the Senedd Commission and maintain Business Central for the day to day operations of The Senedd, and potentially looking to move us to the SAAS version of the system in the medium to longer term.

The partner will also need be able to support the Members expense claim element of the system which is key to business continuity and to servicing our requirement to record and publish Members expense claims. The system also has elements (for example the screen to raise Purchase Orders) which are bilingual (English and Welsh). The successful supplier will need to be able to support any changes to these elements as and when they occur (supported by the Translation department of The Senedd).

II.1.5) Estimated total value

Value excluding VAT: £340,000

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.2) Additional CPV code(s)

- 72000000 - IT services: consulting, software development, Internet and support

II.2.3) Place of performance

NUTS codes

- UKL - Wales

Main site or place of performance

Cardiff Bay

II.2.4) Description of the procurement

The Senedd has a requirement to put in place a support contract to cover a variety of areas of its' Microsoft Dynamics Business Central system. The contract will be for a 5-year period, with the option to extend for a further 5 years, commencing on 1st January 2024. The aim of this contract is to appoint a support partner to work with the Senedd Commission and maintain Business Central for the day to day operations of The Senedd, and potentially looking to move us to the SAAS version of the system in the medium to longer term.

The partner will also need be able to support the Members expense claim element of the system which is key to business continuity and to servicing our requirement to record and publish Members expense claims. The system also has elements (for example the screen to raise Purchase Orders) which are bilingual (English and Welsh). The successful supplier will need to be able to support any changes to these elements as and when they occur (supported by the Translation department of The Senedd).

II.2.5) Award criteria

Quality criterion - Name: Experience of Supporting Business Central / Weighting: 45

Quality criterion - Name: Service Levels / Weighting: 10

Quality criterion - Name: Added Value / Weighting: 5

Price - Weighting: 40

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

system

Duration in months

60

This contract is subject to renewal

Yes

Description of renewals

January 2034, unless the extension option is not taken up and it will therefore be January 2029

II.2.9) Information about the limits on the number of candidates to be invited

Envisaged minimum number: 5

II.2.10) Information about variants

Variants will be accepted: No

II.2.11) Information about options

Options: No

II.2.12) Information about electronic catalogues

Tenders must be presented in the form of electronic catalogues or include an electronic catalogue

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.1.2) 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

III.2) Conditions related to the contract

III.2.2) Contract performance conditions

As detailed in the Procurement documents

Section IV. Procedure

IV.1) Description

IV.1.1) Type of procedure

Restricted 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

11 October 2023

Local time

10:00am

IV.2.3) Estimated date of dispatch of invitations to tender or to participate to selected candidates

19 October 2023

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

English, Welsh

Section VI. Complementary information

VI.1) Information about recurrence

This is a recurrent procurement: Yes

Estimated timing for further notices to be published: September 2033

VI.3) Additional information

Suppliers will need to be registered on the Bravo Solution portal in order to obtain the Pre-Qualification Questionnaire (PQQ) and view the supporting Procurement documents. If you are not already registered you can register by going to www.etenderwales.bravosolution.co.uk. It is free to register on this portal. Once registered:-

- Click the 'Open Access PQQs' link
- Click on the relevant PQQ to access the content (pqq_33463 - Finance System Support)
- Click the 'Express Interest' button in the 'Actions' box on the left-hand side of the page. This will move the PQQ into your 'My PQQs' page
- Click on the PQQ code. You can now access any attachments by clicking the 'Settings and Buyer Attachments' in the 'Actions' box
- You can now choose to 'Reply' to the PQQ and submit your response

Please note that the Procurement documents will be uploaded into the 'Supplier Attachments' area under 'Settings' for all suppliers to view.

NOTE: The authority is using eTenderwales to carry out this procurement process. To obtain further information record your interest on Sell2Wales at https://www.sell2wales.gov.wales/search/search_switch.aspx?ID=134594

(WA Ref:134594)

VI.4) Procedures for review

VI.4.1) Review body

High Court

Royal Courts of Justice, The Strand

London

WC2A 2LL

Telephone

+44 2079477501

Country

United Kingdom