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Tender

## **HR & Payroll System and HR Advisory Services**

Ormiston Academies Trust

F02: Contract notice

Notice identifier: 2021/S 000-027524

Procurement identifier (OCID): ocds-h6vhtk-02f2f2

Published 3 November 2021, 11:34am

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

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

Ormiston Academies Trust

One Victoria Square

Birmingham

B1 1BD

#### **Contact**

Trevor Armstrong

#### **Email**

[trevor.armstrong@ormistonacademies.co.uk](mailto:trevor.armstrong@ormistonacademies.co.uk)

#### **Telephone**

+44 1212365100

#### **Country**

United Kingdom

**NUTS code**

UKG - West Midlands (England)

**Internet address(es)**

Main address

<http://www.ormistonacademiestrust.co.uk>

Buyer's address

[https://www.mytenders.co.uk/search/Search\\_AuthProfile.aspx?ID=AA36809](https://www.mytenders.co.uk/search/Search_AuthProfile.aspx?ID=AA36809)

**I.2) Information about joint procurement**

The contract is awarded by a central purchasing body

**I.3) Communication**

Access to the procurement documents is restricted. Further information can be obtained at

[www.mytenders.co.uk](http://www.mytenders.co.uk)

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

[www.mytenders.co.uk](http://www.mytenders.co.uk)

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

Body governed by public law

**I.5) Main activity**

Education

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## **Section II: Object**

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

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

HR & Payroll System and HR Advisory Services

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

- 79631000 - Personnel and payroll services

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

Services

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

This procurement seeks 1) a cost effective, efficient and high-quality system for both HR and payroll and 2) a suitable HR Advisory service, for both our Academy customers (43 Academies distributed throughout England) and Head-Office function (based out of Birmingham).

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

Value excluding VAT: £3,041,790

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

This contract is divided into lots: Yes

Tenders may be submitted for maximum number of lots  
2

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

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

HR Advisory Services

Lot No

2

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

- 79631000 - Personnel and payroll services

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

NUTS codes

- UKG - West Midlands (England)

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

This procurement seeks a suitable HR Advisory service, for both our Academy customers (43 Academies distributed throughout England) and Head-Office function (based out of Birmingham).

### **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**

Duration in months

60

This contract is subject to renewal

Yes

Description of renewals

The term of the Contract shall be for a period of three (3) years with an optional extension of up to an additional 24 months, making a maximum Contract duration of five (5) years.

### **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**

HR & Payroll System

Lot No

1

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

- 79631000 - Personnel and payroll services

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

NUTS codes

- UKG - West Midlands (England)

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

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Variants will be accepted: No

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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 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

See tender documents

##### **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

6 December 2021

Local time

9:00am

#### **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: 12 (from the date stated for receipt of tender)

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

Date

6 December 2021

Local time

9:00am

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## **Section VI. Complementary information**

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

This is a recurrent procurement: No

### **VI.3) Additional information**

NOTE: To register your interest in this notice and obtain any additional information please visit the myTenders Web Site at

[https://www.mytenders.co.uk/Search/Search\\_Switch.aspx?ID=221415](https://www.mytenders.co.uk/Search/Search_Switch.aspx?ID=221415).

NOTE: To register your interest in this notice and obtain any additional information please visit the myTenders Web Site at

[https://www.mytenders.co.uk/Search/Search\\_Switch.aspx?ID=224361](https://www.mytenders.co.uk/Search/Search_Switch.aspx?ID=224361).

The buyer has indicated that it will accept electronic responses to this notice via the Postbox facility. A user guide is available at

[https://www.mytenders.co.uk/sitehelp/help\\_guides.aspx](https://www.mytenders.co.uk/sitehelp/help_guides.aspx).

Suppliers are advised to allow adequate time for uploading documents and to dispatch the electronic response well in advance of the closing time to avoid any last minute problems.

(MT Ref:224361)

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

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

Public Procurement Review Service

Cabinet Office

London

Email

[publicprocurementreview@cabinetoffice.gov.uk](mailto:publicprocurementreview@cabinetoffice.gov.uk)

Telephone

+44 3450103503

Country

United Kingdom

Internet address

<https://www.gov.uk/government/publications/public-procurement-review-service-scope-and-remit>