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Tender

## **Learning Management Software System**

Portsmouth City Council

F02: Contract notice

Notice identifier: 2023/S 000-029290

Procurement identifier (OCID): ocds-h6vhtk-0407f5

Published 4 October 2023, 3:22pm

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

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

Portsmouth City Council

Civic Offices, Guildhall Square

PORTSMOUTH

PO12AL

#### **Contact**

Procurement Service

#### **Email**

[procurement@portsmouthcc.gov.uk](mailto:procurement@portsmouthcc.gov.uk)

#### **Telephone**

+44 2392688235

#### **Country**

United Kingdom

**Region code**

UKJ31 - Portsmouth

**Justification for not providing organisation identifier**

Not on any register

**Internet address(es)**

Main address

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

**I.3) Communication**

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

<https://in-tendhost.co.uk/portsmouthcc.aspx/home>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<https://in-tendhost.co.uk/portsmouthcc.aspx/home>

**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**

Learning Management Software System

Reference number

P00004863

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

- 48000000 - Software package and information systems

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

Supplies

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

Portsmouth City Council (The Council) is inviting tenders from suitably qualified suppliers to provide a Learning Management System.

The Council have operated a Learning Management System (LMS) since March 2010. The system was hosted on premise and known as the Portsmouth Learning Gateway (PLG). It provided a basic functionality that enabled self-services access to a menu of courses provided by Learning and Development (L&D) that were either mandatory (for governance and compliance purposes), part of continuous professional development (CPD) for regulated professions, such as social workers, or were part of suite of management and leadership development modules. In July 2022 the PLG system provider advised PCC of their intention to cease trading in the near future and an interim solution has been in place which means that is becoming increasingly critical that a new Learning Management System is secured to meet organisational priorities.

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

Value excluding VAT: £255,000

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

This contract is divided into lots: No

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

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

- 48100000 - Industry specific software package
- 48930000 - Training and entertainment software package

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

NUTS codes

- UKJ31 - Portsmouth

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

Portsmouth City Council (The Council) is inviting tenders from suitably qualified suppliers to provide a Learning Management System.

The Council have operated a Learning Management System (LMS) since March 2010. The system was hosted on premise and known as the Portsmouth Learning Gateway (PLG). It provided a basic functionality that enabled self-services access to a menu of courses provided by Learning and Development (L&D) that were either mandatory (for governance and compliance purposes), part of continuous professional development (CPD) for regulated professions, such as social workers, or were part of suite of management and leadership development modules. In July 2022 the PLG system provider advised PCC of their intention to cease trading in the near future and an interim solution has been in place which means that is becoming increasingly critical that a new Learning Management System is secured to meet organisational priorities.

The learning management system (LMS) will need to handle all aspects of the learning process:

- organisational training content hosted, delivered, and tracked
- training administration automated
- learner engagement and participation monitored
- CPD records held; and
- data stored for reporting (including statutory) purposes.

Having a LMS is also a fundamental pillar of the employee experience and an area that can contribute significantly to employee engagement and improve our ability to grow our own talent and retain key skills.

The reporting and recording functions are a key management tool in the LMS, enabling managers to monitor compliance with mandatory and statutory training. Reporting also enables the monitoring of access to development opportunities to ensure they are fair and don't disadvantage any group of people and is a key tool in workforce and succession planning activity.

Crucially, LMS reporting tools support managers, directorates, and schools where there is an inspection requirement e.g., Ofsted / CQC to evidence training undertaken. The tools should also ensure that key information required for Freedom of Information requests, Subject Access Requests, investigations, and insurance compliance, mitigate the risk to Portsmouth City Council.

The LMS should also provide our registered professions e.g., Social Workers, Occupational Therapists, Teachers with a single place to record their continual professional development (CPD),

Key to Portsmouth City Council's Workforce and OD Strategy, the LMS should support delivery of a smooth employee onboarding experience through role specific induction pathways, ability to act on personal development plans and alignment to career pathways all of which are central to delivering our priorities of retention and development of our workforce.

The LMS should automate course bookings and course registers; record attendance, send out reminders, confirmations, and evaluations. The LMS must also enable partner agencies and those without access to the Council network to access training in a convenient way on any device.

The initial contract period will be 4 years with the option to extend on a yearly rolling basis.

The estimated contract value is based on a 4 year term in accordance with the Public Contract Regulations 2015 section 6 (19) (b). If extension options are taken up past the 4 year period then the value will increase accordingly.

#### **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: £255,000

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

Duration in months

48

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: Yes

Description of options

The initial contract period will be 4 years with the option to extend on a yearly rolling basis.

The estimated contract value is based on a 4 year term in accordance with the Public Contract Regulations 2015 section 6 (19) (b). If extension options are taken up past the 4 year period then the value will increase accordingly.

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### **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

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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

3 November 2023

Local time

12:00pm

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

English

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

Date

3 November 2023

Local time

12:01pm

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## **Section VI. Complementary information**

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

This is a recurrent procurement: Yes

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

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

The High Court of Justice

The Strand

London

WC2A 2LL

Telephone

+44 2079476000

Country

United Kingdom