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Planning

Adhoc Managed and Rostered Staff

Loughborough University

UK2: Preliminary market engagement notice - Procurement Act 2023 - [view information about notice types](#)

Notice identifier: 2025/S 000-030609

Procurement identifier (OCID): ocds-h6vhtk-05447f

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Scope

Description

The University is seeking to engage with the market to explore options for a unified system to manage casual and rostered staff. Approximately half of the University's workforce are casual or rostered workers performing diverse tasks currently managed through separate systems and processes. A project is underway to define future requirements that support streamlined, standardised management of these staff groups across the institution. The aim is to identify a cost-effective solution that consolidates current functionality, including rostering and time tracking, into a single platform. Suppliers are invited to participate in early market engagement to inform the procurement strategy.

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<https://www.delta-esourcing.com/delta/viewNotice.html?noticeId=956553012>

Total value (estimated)

- £300,000 including VAT

Above the relevant threshold

Contract dates (estimated)

- 1 November 2025 to 31 October 2028
- Possible extension to 31 October 2030
- 5 years

Main procurement category

Goods

CPV classifications

- 48450000 - Time accounting or human resources software package

Engagement

Engagement deadline

28 June 2025

Engagement process description

Suppliers registering interest will initially be sent further information on the project and a set of questions which the responses to will help shape our next steps.

We may then carry out a supplier day or invite suppliers to demo their solution to further

aid our procurement approach.

Contracting authority

Loughborough University

- Public Procurement Organisation Number: PRGT-9932-PLJN

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Organisation type: Public authority - sub-central government