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Tender

Rostering And Availability Software As A Service, And Solution Implementation

Scottish Fire and Rescue Service

F02: Contract notice

Notice identifier: 2023/S 000-030888

Procurement identifier (OCID): ocds-h6vhtk-040d5b

Published 19 October 2023, 12:55pm

The closing date and time has been changed to:

30 November 2023, 12:00pm

See the [change notice](#).

Section I: Contracting authority

I.1) Name and addresses

Scottish Fire and Rescue Service

Headquarters, Westburn Drive

Cambuslang

G72 7NA

Contact

Ashley Gould

Email

ashley.gould@firescotland.gov.uk

Country

United Kingdom

NUTS code

UKM95 - South Lanarkshire

Internet address(es)

Main address

<http://firescotland.gov.uk>

Buyer's address

https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA19543

I.3) Communication

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

www.publiccontractsscotland.gov.uk

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

www.publiccontractsscotland.gov.uk

I.4) Type of the contracting authority

Body governed by public law

I.5) Main activity

Public order and safety

Section II: Object

II.1) Scope of the procurement

II.1.1) Title

Rostering And Availability Software As A Service, And Solution Implementation

Reference number

T3C-100-2223

II.1.2) Main CPV code

- 72212330 - Scheduling and productivity software development services

II.1.3) Type of contract

Services

II.1.4) Short description

Rostering Systems Software As A Service

II.1.5) Estimated total value

Value excluding VAT: £3,850,000

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.2) Additional CPV code(s)

- 79630000 - Personnel services except placement and supply services
- 35123300 - Timekeeping system
- 35125200 - Time control system or working time recorder

- 31711300 - Electronic timekeeping systems
- 48219300 - Administration software package
- 72212332 - Scheduling software development services

II.2.3) Place of performance

NUTS codes

- UKM - Scotland

Main site or place of performance

Throughout Scotland

II.2.4) Description of the procurement

The Scottish Fire & Rescue Service requires a unified rostering system for its 8,250 employees (3700 Wholetime, 3700 Retained/Volunteer and 850 Support), who work a multitude of duty patterns. Both Software as a Service and Implementation of the contracted solution will form the subject of this contract.

II.2.5) Award criteria

Quality criterion - Name: Quality/Technical Merit / Weighting: 70

Price - Weighting: 30

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

Duration in months

84

This contract is subject to renewal

Yes

Description of renewals

The contracting authority may at its sole discretion extend the contract for up to three periods of up to 12 months each. The initial period of the contract shall be 84 months (seven

years) unless terminated prior to that time in accordance with the terms of the contract; and the maximum period of the contract if extended will be 120 months.

II.2.10) Information about variants

Variants will be accepted: No

II.2.11) Information about options

Options: Yes

Description of options

The contracting authority shall have in its sole discretion the freedom to add related services to the original award

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

List and brief description of selection criteria

1 Financial stability and reliability

2 Insurance levels

Minimum level(s) of standards possibly required

1 Tenderers will be assessed in terms of financial standing by reference to the Service's contracted assessment portal

2 Employers Liability : GBP 10M

Public Liability: GBP 10M

Product Liability: N/A

Professional Liability: GBP 5M

III.1.3) Technical and professional ability

List and brief description of selection criteria

1 Experience of the successful delivery of projects similar in scale and value

2 Experience of successfully dealing with project/programme governance and assurance regimes

Minimum level(s) of standards possibly required

1 Tenderers must demonstrate as part of their Single Procurement Document submission that they have three years' experience of successful delivery of the required services to a similarly sized or emergency service organisation

2 Tenderers must also demonstrate that they have experience of at least one other application of corporate project governance and assurance regimes

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: No

IV.2) Administrative information

IV.2.2) Time limit for receipt of tenders or requests to participate

Originally published as:

Date

27 November 2023

Local time

12:00pm

Changed to:

Date

30 November 2023

Local time

12:00pm

See the [change notice](#).

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: 4 (from the date stated for receipt of tender)

IV.2.7) Conditions for opening of tenders

Date

27 November 2023

Local time

12:00pm

Place

Inverness

Section VI. Complementary information

VI.1) Information about recurrence

This is a recurrent procurement: Yes

Estimated timing for further notices to be published: No earlier than October 2030

VI.2) Information about electronic workflows

Electronic ordering will be used

Electronic invoicing will be accepted

Electronic payment will be used

VI.3) Additional information

An upper affordability level over the life of the contract including implementation and extension costs has been stated in this notice as required. This total can be divided into implementation costs at GBP

250,000, and service costs of GBP 3,600,000 over the full ten-year potential lifecycle of the contact to be awarded. The Contracting Authority's current annual costs are in the region of GBP 170,000. The Contracting Authority is required to make significant savings over the next four years and this project is expected to contribute, having had industry responses during pre-market engagement that this should be achievable.

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

https://www.publiccontractsscotland.gov.uk/Search/Search_Switch.aspx?ID=747230.

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.publiccontractsscotland.gov.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.

Community benefits are included in this requirement. For more information see:

<https://www.gov.scot/policies/public-sector-procurement/community-benefits-in-procurement/>

A summary of the expected community benefits has been provided as follows:

Tenderers are to describe in detail how they will directly support the Contracting Authority in delivering community benefits in a way which will meet the requirements of the Procurement Reform (Scotland) Act 2014 as follows:

“Sustainable Procurement Duty

For the purposes of the Act, it is the duty of a contracting authority-

(a) before carrying out a regulated procurement, to consider how in conducting the procurement process it can-

(i) improve the economic, social and environmental wellbeing of the authority's area,

(ii) facilitate the involvement of small and medium enterprises, third sector bodies and supported businesses in the process, and

(iii) promote innovation, and

(b) in carrying out the procurement, to act with a view to securing such improvements identified as a result of paragraph (a)(i).

Community Benefit Requirement

For the purposes of the Act, a community benefit requirement is a contractual requirement imposed by a contracting authority relating to-

(i) training and recruitment, or

(ii) the availability of sub-contracting opportunities, or

(b) which is otherwise intended to improve the economic, social or environmental wellbeing of the authority's area in a way additional to the main purpose of the contract in which the requirement is included."

Specifically, the programme of work must include, but not be limited to the following elements:

Demonstration of their commitment to progressing towards adopting the five Fair Work First criteria for workers (including any agency or sub-contractor workers) engaged in the delivery of this contract. Answers should include, but not be limited to current and planned actions that show how they will embed these practices during the lifetime of this contract, tangible and measurable examples and should also describe how they will report on, and demonstrate progress, to the contracting authority during the lifetime of the contract

(SC Ref:747230)

VI.4) Procedures for review

VI.4.1) Review body

Glasgow Sheriff Court and Justice of the Peace Court

1 Carlton Place

Glasgow

G5 9TW

Email

ashley.gould@firescotland.gov.uk

Telephone

+44 1414298888

Country

United Kingdom

VI.4.3) Review procedure

Precise information on deadline(s) for review procedures

The Scottish Fire and Rescue Service (SFRS) must, by notice in writing as soon as possible after the decision has been made, inform all tenderers and candidates of its decision to award the contract, conclude the framework agreement or establish a dynamic purchasing system. The SFRS will incorporate a minimum 10 calendar day standstill at the point information on the contract award is communicated to tenderers. The SFRS is obliged to comply with the regulations and any eligible economic operator can bring an action in the Sherriff Court or the Court of Session where as a consequence of a breach by the SFRS, they suffer or risk suffering loss or damage. The bringing of court proceedings during the standstill period means that the SFRS must not enter into the contract, conclude the framework agreement or establish the dynamic purchasing system unless the proceedings are determined, discontinued or disposed of: or the court, by interim order, brings to an end the prohibition. The bringing of court proceedings after the standstill period has elapsed and the remedies that are available to the courts are detailed in the Regulations.