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Tender

Supply, Installation & On-Going Support and Maintenance of an Education Management Information System (EMIS)

Caerphilly County Borough Council

UK4: Tender notice - Procurement Act 2023 - [view information about notice types](#)

Notice identifier: 2025/S 000-031512

Procurement identifier (OCID): ocds-h6vhtk-0546a2

Published 11 June 2025, 12:39pm

Scope

Reference

CCBC/PS2678/25/HS

Description

Caerphilly County Borough Council (the Council) has the requirement for the supply, installation and On-Going Support and Maintenance of an Education Management Information System (EMIS) for an Option A - on premises or Option B- Cloud Hosted Solution. Bidders are requested to submit a tender for their recommended solution.

Full details can be found in the tender pack (ITT)

Total value (estimated)

- £1,500,000 excluding VAT
- £1,800,000 including VAT

Above the relevant threshold

Contract dates (estimated)

- 2 March 2026 to 28 February 2031
- Possible extension to 29 February 2036
- 9 years, 11 months, 30 days

Description of possible extension:

After the initial five (5) year contract the contract can be extended on an annual basis up to a further period of five (5) years.

Main procurement category

Goods

CPV classifications

- 48000000 - Software package and information systems
- 72212190 - Educational software development services

Contract locations

- UKL16 - Gwent Valleys

Participation

Particular suitability

- Small and medium-sized enterprises (SME)
- Voluntary, community and social enterprises (VCSE)

Submission

Enquiry deadline

11 July 2025, 12:00am

Tender submission deadline

18 July 2025, 12:00pm

Submission address and any special instructions

<https://supplierlive.proactisp2p.com/Account/Login#>

Tenders may be submitted electronically

Yes

Languages that may be used for submission

English

Award decision date (estimated)

15 September 2025

Award criteria

Name	Description	Type
Quality - Cost	Total cost for the initial five (5) years including implementation and annual support and maintenance including licences.	Cost

Name	Description	Type
Quality -	Quality 60% - consisting of Tender response 20% and System Demonstration 40%. System Demonstration includes - Technical workshop - 10%, System Administration - 10% and Scenarios - 20% Full details are in the tender document (ITT)	Quality

Weighting description

Quality 60%

Cost 40%

Full details are in the tender documents

Other information

Applicable trade agreements

- Government Procurement Agreement (GPA)

Conflicts assessment prepared/revised

Yes

Procedure

Procedure type

Open procedure

Justification for not publishing a preliminary market engagement notice

A prior information notice has been issued under the old PCR 2015 regulations and a supplier engagement event is being held Wednesday 18 June 2025 via Teams when the tender is live.

Contracting authority

Caerphilly County Borough Council

- Public Procurement Organisation Number: PWHP-2369-JPYL

Penallta House, Tredomen Park

Hengoed

CF82 7PG

United Kingdom

Contact name: Helen Sellwood

Telephone: +441443863282

Email: sellwhl@caerphilly.gov.uk

Website: <http://www.caerphilly.gov.uk>

Region: UKL16 - Gwent Valleys

Organisation type: Public authority - sub-central government

Devolved regulations that apply: Wales