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Tender

## **Resource and Management Information (R&MI) System**

Audit Scotland

F02: Contract notice

Notice identifier: 2024/S 000-031907

Procurement identifier (OCID): ocds-h6vhtk-04a5f2

Published 4 October 2024, 2:17pm

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

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

Audit Scotland

102 West Port

Edinburgh

EH3 9DN

#### **Email**

[info@audit-scotland.gov.uk](mailto:info@audit-scotland.gov.uk)

#### **Telephone**

+44 7970331736

#### **Country**

United Kingdom

#### **NUTS code**

UKM - Scotland

**Internet address(es)**

Main address

[www.audit-scotland.gov.uk](http://www.audit-scotland.gov.uk)

Buyer's address

[https://www.publiccontractsscotland.gov.uk/search/Search\\_AuthProfile.aspx?ID=AA00428](https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA00428)

**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.publiccontractsscotland.gov.uk](http://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](http://www.publiccontractsscotland.gov.uk)

Electronic communication requires the use of tools and devices that are not generally available. Unrestricted and full direct access to these tools and devices is possible, free of charge, at

[www.publiccontractsscotland.gov.uk](http://www.publiccontractsscotland.gov.uk)

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

Body governed by public law

**I.5) Main activity**

General public services

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## **Section II: Object**

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

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

Resource and Management Information (R&MI) System

Reference number

724602

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

- 48000000 - Software package and information systems

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

Supplies

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

Audit Scotland has identified the need for a unified workforce planning, resource deployment and monitoring on all key aspects in the delivery of our work activities, specifically the outward facing audit work that we undertake with audited bodies across Scotland and also internally focussed corporate projects.

The new system will also allow for consistent reporting across the organisation, at various levels through from individual managers, resourcing leads, business group management teams, Leadership Group and Executive Team.

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

Value excluding VAT: £1,000,000

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

This contract is divided into lots: No

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

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

NUTS codes

- UKM75 - Edinburgh, City of

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

This is a new requirement for a unified workforce planning and resourcing system.

#### **II.2.5) Award criteria**

Quality criterion - Name: Technical / Weighting: 75

Price - Weighting: 25

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

Duration in months

36

This contract is subject to renewal

Yes

Description of renewals

2x 12 month extension periods

#### **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

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## **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

Statement for 4B.4: Bidders must demonstrate a current ratio of no less than 1. Current ratio will be calculated as follows: total current assets divided by total current liabilities.

There must be no qualification or contra-indication from any evidence provided in support of the bidders economic and financial standing.

Bidders who do not comply with the above financial requirements but are part of a group, can provide a parent guarantee if the parent

company satisfies the financial requirements stipulated above.

Statement for 4B.5: It is a requirement of this contract that bidders hold or can commit to obtain prior to the commencement of any subsequently awarded contract, the types of insurance indicated below:

Employer's (compulsory) liability insurance = 5 000 000 GBP.

Public liability insurance = 1 000 000 GBP.

Professional indemnity insurance = 1 000 000 GBP.

#### **III.1.3) Technical and professional ability**

List and brief description of selection criteria

4C.4 - If bidders intend to use a supply chain to deliver the requirements detailed in the Contract Notice, they should confirm they have (or have access to) the relevant supply chain management and tracking systems to ensure a resilient and sustainable supply chain. This will include confirmation that they have the systems in place to pay subcontractors through the supply chain promptly and effectively, and provide evidence when requested of:

a) their standard payment terms

b) ?95% of all supply chain invoices being paid on time (in accordance with the terms of contract) in the last financial year.

If the bidder is unable to confirm (b) they must provide an improvement plan, signed by their Director, which improves the payment performance.

### **III.2) Conditions related to the contract**

#### **III.2.2) Contract performance conditions**

CYBER - Please note there are minimum requirements concerning Cyber Security for this contract as set out in the Evaluation and Award Criteria - The system must be ISO 27001 certified, or equivalent, or offer a solution that meets the requirements of ISO 27001 to satisfy Audit Scotland's requirements for storage and safeguarding of personal data.

STANDARD CLAUSE - Tenderers are asked to confirm that they will include the standard clause in all contracts used in the delivery of the requirements, ensuring payment of sub-contractors at all stages of the supply chain within 30 days and include a point of contact for sub-contractors to refer to in the case of payment difficulties. This will require you to actively monitor payment performance and provide evidence and reports to the contracting authority on a regular basis.

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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

8 November 2024

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

8 November 2024

Local time

12:00pm

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## **Section VI. Complementary information**

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

This is a recurrent procurement: No

## **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**

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=779122](https://www.publiccontractsscotland.gov.uk/Search/Search_Switch.aspx?ID=779122).

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](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.

(SC Ref:779122)

Download the ESPD document here:

[https://www.publiccontractsscotland.gov.uk/ESPD/ESPD\\_Download.aspx?id=779122](https://www.publiccontractsscotland.gov.uk/ESPD/ESPD_Download.aspx?id=779122)

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

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

Clerk of the Sheriff Appeal Court

Justiciary Office, Parliament Square

Edinburgh

EH1 1RQ

Country

United Kingdom