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Tender

Outsourced Financial Support Services

Single Source Regulations Office

F02: Contract notice

Notice identifier: 2021/S 000-032487

Procurement identifier (OCID): ocds-h6vhtk-03065e

Published 30 December 2021, 4:05pm

Section I: Contracting authority

I.1) Name and addresses

Single Source Regulations Office

Finlaison House, 15-17 Furnival Street

London

EC4A 1AB

Contact

Jane McGovern

Email

tenders@ssro.gov.uk

Telephone

+44 2037714781

Country

United Kingdom

NUTS code

UKI - London

Internet address(es)

Main address

<https://www.gov.uk/government/organisations/single-source-regulations-office>

Buyer's address

<https://www.gov.uk/government/organisations/single-source-regulations-office>

I.3) Communication

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

<https://www.delta-esourcing.com/respond/N6V825CGP4>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<https://www.delta-esourcing.com/respond/N6V825CGP4>

Tenders or requests to participate must be submitted to the above-mentioned address

I.4) Type of the contracting authority

Other type

Non Departmental Public Body

I.5) Main activity

Other activity

Regulator

Section II: Object

II.1) Scope of the procurement

II.1.1) Title

Outsourced Financial Support Services

Reference number

SSRO-C-110

II.1.2) Main CPV code

- 79200000 - Accounting, auditing and fiscal services

II.1.3) Type of contract

Services

II.1.4) Short description

The SSRO is seeking to award a contract for the provision of finance support services, to include day-to-day support for financial accounting, management accounting and payments (staff and suppliers). The supplier will provide a secure web-based finance system, including for the purposes of raising purchase orders and processing/authorising invoices. The supplier will also provide a web-based “self-service” solution for claiming/approving employee expenses. The SSRO may require the supplier, from time to time, to provide professional financial advice, including in relation to taxation and the application of accounting standards.

II.1.5) Estimated total value

Value excluding VAT: £312,500

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.2) Additional CPV code(s)

- 48000000 - Software package and information systems

II.2.3) Place of performance

NUTS codes

- UKI - London

Main site or place of performance

LONDON

II.2.4) Description of the procurement

The SSRO is seeking to award a contract for the provision of finance support services, to include day-to-day support for financial accounting, management accounting and payments (staff and suppliers). The supplier will provide a secure web-based finance system, including for the purposes of raising purchase orders and processing/authorising invoices. The supplier will also provide a web-based “self-service” solution for claiming/approving employee expenses. The SSRO may require the supplier, from time to time, to provide professional financial advice, including in relation to taxation and the application of accounting standards.

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: £312,500

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

Duration in months

63

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 term of the contract shall be for a period of 3 years and 3 months, with the option for the authority to extend term on up to two occasions, each for a period of 12 months.

II.2.13) Information about European Union Funds

The procurement is related to a project and/or programme financed by European Union funds: No

II.2.14) Additional information

To respond to this opportunity please click here: <https://www.delta-sourcing.com/respond/N6V825CGP4>

Section III. Legal, economic, financial and technical information

III.1) Conditions for participation

III.1.1) Suitability to pursue the professional activity, including requirements relating to enrolment on professional or trade registers

List and brief description of conditions

Refer to the procurement documents.

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

III.2) Conditions related to the contract

III.2.2) Contract performance conditions

The successful contractor's performance will be managed in accordance with the specification and conditions of contract.

III.2.3) Information about staff responsible for the performance of the contract

Obligation to indicate the names and professional qualifications of the staff assigned to performing the contract

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

31 January 2022

Local time

5:00pm

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

Tender must be valid until: 1 May 2022

IV.2.7) Conditions for opening of tenders

Date

1 February 2022

Local time

9:00am

Place

London

Information about authorised persons and opening procedure

SSRO procurement staff with access to the Delta eSourcing portal

Section VI. Complementary information

VI.1) Information about recurrence

This is a recurrent procurement: No

VI.2) Information about electronic workflows

Electronic invoicing will be accepted

Electronic payment will be used

VI.3) Additional information

All information is provided in the ITT

For more information about this opportunity, please visit the Delta eSourcing portal at:

<https://www.delta-esourcing.com/tenders/UK-UK-London:-Accounting%2C-auditing-and-fiscal-services./N6V825CGP4>

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GO Reference: GO-20211222-PRO-19434740

VI.4) Procedures for review

VI.4.1) Review body

N/A

N/A

Country

United Kingdom

VI.4.3) Review procedure

Precise information on deadline(s) for review procedures

Review procedures are as set out in the Public Contracts Regulations 2015. Proceedings under those Regulations are time limited, and any such proceedings must be brought in the High Court of England and Wales.