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Award

Research Grants Management System

London School of Hygiene & Tropical Medicine

F15: Voluntary ex ante transparency notice

Notice identifier: 2024/S 000-032492

Procurement identifier (OCID): ocds-h6vhtk-04a747

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Section I: Contracting authority/entity

I.1) Name and addresses

London School of Hygiene & Tropical Medicine

Keppel Street,

London

WC1E 7HT

Contact

Caroline Chipperfield

Email

caroline.chipperfield@lshtm.ac.uk

Telephone

+44 02079588328

Country

United Kingdom

Region code

UKI31 - Camden and City of London

National registration number

RC000330

Internet address(es)

Main address

<http://www.lshtm.ac.uk>

I.4) Type of the contracting authority

Body governed by public law

I.5) Main activity

Education

Section II: Object

II.1) Scope of the procurement

II.1.1) Title

Research Grants Management System

Reference number

LSHTM-2024-030

II.1.2) Main CPV code

- 48100000 - Industry specific software package

II.1.3) Type of contract

Supplies

II.1.4) Short description

The proposed contract is for the supply and implementation of a commercial off the shelf SaaS Research Grants Management System to manage research projects from pre-award (budgeting of grants), through to ethics, contracts and post-award. This contract will replace the existing finance system module, the contract and support for which is expiring, whilst providing enhanced and extended functionality for the LSHTM research portfolio

II.1.6) Information about lots

This contract is divided into lots: No

II.1.7) Total value of the procurement (excluding VAT)

Value excluding VAT: £1,086,383

II.2) Description

II.2.3) Place of performance

NUTS codes

- UKI31 - Camden and City of London

II.2.4) Description of the procurement

The contract and support of the existing LSHTM finance system including the research costing & pricing functionality is ending in December 2025. Moving to Cloud-based solutions for core systems is in line with LSHTM IT strategy whilst the functionality needed to support LSHTM research projects means a full research grants management solution is required. The assessment of options for the Finance System has means that LSHTM will require two separate systems, one for Finance and one for research management.

Worktribe is the only vendor that offers an off-the-shelf, ready-to-use solution with end-to-end functionality and fully integrated workflows for Pre-Award, Post-Award, contracts management, due diligence, timesheets, ethics and reporting within a single, user-friendly platform.

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

Section IV. Procedure

IV.1) Description

IV.1.1) Type of procedure

Award of a contract without prior publication of a call for competition in the cases listed below

- The procurement falls outside the scope of application of the regulations

Explanation:

Under Clause 32(b) (ii) of Public Contract Regulations 2015: The negotiated procedure without prior publication may be used for works contract, public supply contracts and public service contracts in any of the following cases: - (b) where the works, suppliers or services can be supplied only by a particular economic operator for any of the following reasons: - (ii) competition is absent for technical reasons

Through review of frameworks, soft market testing and informal discussions other institutions, we have concluded that Worktribe is the only proven solution that meets all of LSHTM's requirements below.

A single SaaS system providing one access point to manage the lifecycle of research projects. Including:

- Pre-award – budgeting, costing and pricing proposals based on TRAC/Full Economic Costing (FEC) (including UKRI and NIHR budget templates), approval workflows and managing applications
- Contracts – supporting contract negotiations with funders, partners and collaborators.
- Due diligence – create and undertake bespoke risk assessment of funders, partners, collaborators and countries. Evaluate the financial and non-financial risks, and provide an overall risk score for the organisations and countries visible across the platform
- Research ethics - management tools including bespoke question sets, workflow allocation rules, full ethics review process including for amendments, ethics committee management, automated generation of outcome letters and reports, configurable workflows for progress reports, end of study reports and safety reports, and risk allocation and visibility
- Post-award – in-built, seamless integration with the Pre-award applications/contracts, project set up, integration with finance system, monitoring of spend against budget, workflow management of budget virements, adjustments, supplements, no-cost extensions and final reconciliation and project close out
- Timesheets – sector-specific tools to record and approve actual staff time on a project and adjustments to costs incurred in compliance with the requirements of research funders and other statutory organisations
- Single SaaS platform data management for the research lifecycle, seamless links between the research lifecycle areas, and to streamline reporting
- has proven integration capability with LSHTM’s new finance system (TechnologyOne’s OneEducation system) and HR system (iTrent) for seamless transition of information for costing project proposals, setting up project codes
- is a mature, tried and tested product that does not require any significant capability development
- Proven track record with HEIs with similar integration requirements and research portfolio complexity
- enables user groups role based access through a user-friendly interface
- is offered off-the-shelf (i.e. no customisation required) delivered within LSHTM’s strict

implementation timescales

Limitations of other solutions included:

- Primary capabilities were either as a Current Research Information System (CRIS), an ethics system or a timesheet system. Management of research outputs / institutional repository is outside of scope for this project and not currently of interest.
- No established FEC tool for research and innovation projects.
- No tools to manage the contracts aspect of the requirement.
- Complex, unproven integrations with other systems required to deliver the full requirement.
- Not widely proven by HEIs with similar integration requirements and research portfolio complexity.

Multiple systems would

- be detrimental to the user experience,
- increase training requirements and costs
- impact user adoption.
- Prevent a 'one stop shop' to monitor and view the status of a project.
- Increase complexity through integrations between multiple systems as well as implementation time and create additional costs.

IV.1.8) Information about the Government Procurement Agreement (GPA)

The procurement is covered by the Government Procurement Agreement: Yes

Section V. Award of contract/concession

Contract No

LSHTM-2024-030

Title

Research Grants Management System

A contract/lot is awarded: Yes

V.2) Award of contract/concession

V.2.1) Date of conclusion of the contract

9 October 2024

V.2.2) Information about tenders

The contract has been awarded to a group of economic operators: No

V.2.3) Name and address of the contractor/concessionaire

Worktribe Ltd

Engineers House, The Promenade, Clifton Downs

Bristol

BS8 3NB

Country

United Kingdom

NUTS code

- UKK11 - Bristol, City of

National registration number

04576074

The contractor/concessionaire is an SME

No

V.2.4) Information on value of contract/lot/concession (excluding VAT)

Total value of the contract/lot/concession: £1,086,383

Section VI. Complementary information

VI.4) Procedures for review

VI.4.1) Review body

The Royal Courts of Justice

The Strand

London

WC2A 2LL

Country

United Kingdom

VI.4.4) Service from which information about the review procedure may be obtained

London School of Hygiene & Tropical Medicine

Keppel Street

London

WC1E 7HT

Country

United Kingdom