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Tender

HR and Payroll System (Software as a Service)

West Berkshire District Council

F02: Contract notice

Notice identifier: 2022/S 000-032994

Procurement identifier (OCID): ocids-h6vhtk-03870c

Published 21 November 2022, 4:20pm

Section I: Contracting authority

I.1) Name and addresses

West Berkshire District Council

Market Street Offices

Newbury

RG14 5LD

Contact

Vicki Murphy

Email

vicki.murphy@westberks.gov.uk

Telephone

+44 1635519364

Country

United Kingdom

NUTS code

UKJ1 - Berkshire, Buckinghamshire and Oxfordshire

Internet address(es)

Main address

<https://in-tendhost.co.uk/westberks>

Buyer's address

<https://in-tendhost.co.uk/westberks>

I.3) Communication

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

<https://in-tendhost.co.uk/westberks>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<https://in-tendhost.co.uk/westberks>

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

I.4) Type of the contracting authority

Regional or local authority

I.5) Main activity

General public services

Section II: Object

II.1) Scope of the procurement

II.1.1) Title

HR and Payroll System (Software as a Service)

Reference number

P00000856

II.1.2) Main CPV code

- 72260000 - Software-related services

II.1.3) Type of contract

Services

II.1.4) Short description

West Berkshire Council is seeking a system to manage various HR and payroll services, including applicant tracking and the corporate learning platform. This will be a 5yr initial contract, with provision to extend by further periods of 2yr + 2yr + 1yr. Full details are contained within the attached tender pack.

II.1.5) Estimated total value

Value excluding VAT: £1,900,000

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.3) Place of performance

NUTS codes

- UKJ1 - Berkshire, Buckinghamshire and Oxfordshire

II.2.4) Description of the procurement

West Berkshire Council are seeking to procure a Software as a Service solution to support HR & Payroll services, including applicant tracking and corporate learning.

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: £1,900,000

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

Duration in months

120

This contract is subject to renewal

Yes

Description of renewals

This contract has an initial term of 5 years - with provision to extend by 2 + 2 + 1 years.

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

Section III. Legal, economic, financial and technical information

III.1) Conditions for participation

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

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

Date

6 January 2023

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

6 January 2023

Local time

1:00pm

Section VI. Complementary information

VI.1) Information about recurrence

This is a recurrent procurement: No

VI.4) Procedures for review

VI.4.1) Review body

High Court

London

Country

United Kingdom