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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): ocds-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](mailto: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

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## **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

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## **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

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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: 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

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## **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