

This is a published notice on the Find a Tender service: <https://www.find-tender.service.gov.uk/Notice/033711-2022>

Tender

The Provision and Maintenance of a Financial Management System

Thanet District Council

F02: Contract notice

Notice identifier: 2022/S 000-033711

Procurement identifier (OCID): ocds-h6vhtk-0388f0

Published 28 November 2022, 5:37pm

Section I: Contracting authority

I.1) Name and addresses

Thanet District Council

Thanet District Council, Cecil Street

Margate

CT9 1XZ

Contact

Miss Gemma Paul

Email

gemma.paul@thanet.gov.uk

Telephone

+44 1843577294

Country

United Kingdom

Region code

UKJ4 - Kent

Internet address(es)

Main address

<http://www.thanet.gov.uk/>

Buyer's address

<http://www.thanet.gov.uk/>

I.3) Communication

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

<https://procontract.due-north.com/Advert/Index?advertId=29af23c9-d460-ed11-811b-9f38301b3091>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<https://procontract.due-north.com/Advert/Index?advertId=29af23c9-d460-ed11-811b-9f38301b3091>

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

The Provision and Maintenance of a Financial Management System

Reference number

DN642222

II.1.2) Main CPV code

- 48440000 - Financial analysis and accounting software package

II.1.3) Type of contract

Supplies

II.1.4) Short description

Thanet District Council (TDC) is seeking to procure the implementation and ongoing support of a Financial Management System. TDC's current system has been in place for 20 years and although workable and fully supported by the current supplier, there are enhancements to be made to comply and fit with new ways of working

TDC has the desire to move systems to the cloud which meets our digital principles and wider organisational strategies. The use of Google Workspace is also a contributing factor. There is a need for the following high level improvements:

New working practices such as self-serve functionality for both our staff and third party suppliers engaging with our Finance Team

New ways of reporting, using customised dashboards with access to all levels of data in real time. Removing the need to manipulate data outside of the system

Streamline and improve our existing processes and automate more of the functions

Increased efficiencies for the Finance Team and our budget managers

Increased business intelligence with the ability to easily manage and forecast accounts

Improved business continuity, resilience and enabling modern working through a fully cloud and browser based system

This contract opportunity is being carried out under a Restricted procurement procedure, which consists of two stages. Stage 1 is the Standard Selection Questionnaire including

weighted questions, where all interested bidders are invited to participate. Submitted questionnaires will be assessed following the closing date and the Council will produce a short-list of applicants comprising the Five highest scoring bidders (where five suitable applicants can be identified). Those short-listed will be advised of the timescales and requirements of the Stage 2 procedure, which will be the Invitation to Tender (ITT) process.

The Contract is anticipated to commence in June 2023, for a duration of 5 years.

Important Information: All procurement documents are attached to the Notice for this two stage Restricted Procedure, and are available for suppliers to download from the Kent Business Portal (www.kentbusinessportal.org.uk).

Please note, only the Standard Selection Questionnaire - Restricted Procedure - Stage 1 Pre Qualification - Financial Management System document will be required to be completed according to instructions contained, at this first stage of the process.

This Stage 1 (Restricted) procurement procedure will be undertaken on the basis of a formal Standard Selection Questionnaire (SSQ). Evaluation will be on the basis of criteria and methodology as set out in the SSQ.

Any clarifications or questions must be submitted via the Message area of the Kent Business Portal by no later than 14.00hrs on 23 December 2022.

Completed Standard Selection Questionnaire documents must be submitted electronically via the Kent Business Portal by no later than 14.00hrs on 12 January 2023.

II.1.5) Estimated total value

Value excluding VAT: £695,000

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.2) Additional CPV code(s)

- 48440000 - Financial analysis and accounting software package

II.2.3) Place of performance

NUTS codes

- UKJ4 - Kent

II.2.4) Description of the procurement

Thanet District Council (TDC) is seeking to procure the implementation and ongoing support of a Financial Management System. TDC's current system has been in place for 20 years and although workable and fully supported by the current supplier, there are enhancements to be made to comply and fit with new ways of working

TDC has the desire to move systems to the cloud which meets our digital principles and wider organisational strategies. The use of Google Workspace is also a contributing factor. There is a need for the following high level improvements:

New working practices such as self-serve functionality for both our staff and third party suppliers engaging with our Finance Team

New ways of reporting, using customised dashboards with access to all levels of data in real time. Removing the need to manipulate data outside of the system

Streamline and improve our existing processes and automate more of the functions

Increased efficiencies for the Finance Team and our budget managers

Increased business intelligence with the ability to easily manage and forecast accounts

Improved business continuity, resilience and enabling modern working through a fully cloud and browser based system

This contract opportunity is being carried out under a Restricted procurement procedure, which consists of two stages. Stage 1 is the Standard Selection Questionnaire including weighted questions, where all interested bidders are invited to participate. Submitted questionnaires will be assessed following the closing date and the Council will produce a short-list of applicants comprising the Five highest scoring bidders (where five suitable applicants can be identified). Those short-listed will be advised of the timescales and requirements of the Stage 2 procedure, which will be the Invitation to Tender (ITT) process.

The Contract is anticipated to commence in June 2023, for a duration of 5 years.

Important Information: All procurement documents are attached to the Notice for this two stage Restricted Procedure, and are available for suppliers to download from the Kent Business Portal (www.kentbusinessportal.org.uk).

Please note, only the Standard Selection Questionnaire - Restricted Procedure - Stage 1

Pre Qualification - Financial Management System document will be required to be completed according to instructions contained, at this first stage of the process.

This Stage 1 (Restricted) procurement procedure will be undertaken on the basis of a formal Standard Selection Questionnaire (SSQ). Evaluation will be on the basis of criteria and methodology as set out in the SSQ.

Any clarifications or questions must be submitted via the Message area of the Kent Business Portal by no later than 14.00hrs on 23 December 2022.

Completed Standard Selection Questionnaire documents must be submitted electronically via the Kent Business Portal by no later than 14.00hrs on 12 January 2023.

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: £695,000

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

Duration in months

60

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: 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

Restricted 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

12 January 2023

Local time

2:00pm

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: 3 August 2023

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

Royal Courts of Justice

London

Country

United Kingdom