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Contract

## **Norwich University of the Arts Human Resources Information System Project**

Norwich University of the Arts

F03: Contract award notice

Notice identifier: 2024/S 000-033969

Procurement identifier (OCID): ocids-h6vhtk-048b50

Published 21 October 2024, 2:36pm

### **Section I: Contracting authority**

#### **I.1) Name and addresses**

Norwich University of the Arts

4-7 Francis House

Norwich

NR24SN

#### **Contact**

Holly Grand

#### **Email**

[h.grand@norwichuni.ac.uk](mailto:h.grand@norwichuni.ac.uk)

#### **Telephone**

+44 1603753112

#### **Country**

United Kingdom

**Region code**

UKH15 - Norwich and East Norfolk

**UK Register of Learning Providers (UKPRN number)**

10004775

**Internet address(es)**

Main address

[www.norwichuni.ac.uk](http://www.norwichuni.ac.uk)

**I.4) Type of the contracting authority**

Body governed by public law

**I.5) Main activity**

Education

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## **Section II: Object**

### **II.1) Scope of the procurement**

#### **II.1.1) Title**

Norwich University of the Arts Human Resources Information System Project

#### **II.1.2) Main CPV code**

- 48450000 - Time accounting or human resources software package

#### **II.1.3) Type of contract**

Supplies

#### **II.1.4) Short description**

This document specifies the high-level solution, pricing, and implementation information that Norwich University of the Arts is requesting from potential suppliers in relation to its project to implement a new HR Information System as a Software as a Service solution.

In making this request, Norwich University of the Arts is looking for high level information to rapidly select a preferred vendor to progress with in a subsequent detailed solution analysis and contracting exercise.

#### **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: £675,000

### **II.2) Description**

#### **II.2.3) Place of performance**

NUTS codes

- UKH - East of England

#### **II.2.4) Description of the procurement**

We are seeking to procure a HR Information System (Software as a Service Solution) with a view to developing a detailed solution analysis in two phases with the initial core release

schedule set out in the invitation to requirements to implementing and full operational by early February 2025 in line with the schedule set out in the invitation to tender document

### **II.2.5) Award criteria**

Quality criterion - Name: Fundamental Threshold Requirements / Weighting: 14%

Quality criterion - Name: Functional Requirements - Core Release 1 / Weighting: 23%

Quality criterion - Name: Functional Requirements - Post core release 1 / Weighting: 18%

Quality criterion - Name: Non Functional Requirements / Weighting: 18%

Quality criterion - Name: Delivery Model and Approach / Weighting: 9%

Quality criterion - Name: Service Support / Weighting: 9%

Price - Weighting: 10%

### **II.2.11) Information about options**

Options: Yes

Description of options

Option for one or more 2-year extensions to the original 5-year contract for some or all modules subject to the agreement of the University.

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## **Section IV. Procedure**

### **IV.1) Description**

#### **IV.1.1) Type of procedure**

Competitive procedure with negotiation

Accelerated procedure

Justification:

Norwich University of the Arts has been issued with an end-of-life notice on our HR database by its supplier. This followed a commercial decision by our previous supplier to remove several legacy systems from its portfolio. The system will be switched off completely from 31st March 2025 and will not be accessible from this time, even as a way of warehousing historical leavers' data.

In view of this we are seeking to procure a HR Information System (Software as a Service Solution) as a matter of urgency with a view to developing a detailed solution analysis in two phases with the initial core release schedule set out in the invitation to requirements to implementing and full operational by early February 2025 in line with the schedule set out in our Invitation to Tender

#### **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.2.1) Previous publication concerning this procedure**

Notice number: [2024/S 000-026014](#)

#### **IV.2.9) Information about termination of call for competition in the form of a prior information notice**

The contracting authority will not award any further contracts based on the above prior information notice

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## **Section V. Award of contract**

A contract/lot is awarded: Yes

## **V.2) Award of contract**

### **V.2.1) Date of conclusion of the contract**

11 October 2024

### **V.2.2) Information about tenders**

Number of tenders received: 1

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

### **V.2.3) Name and address of the contractor**

MHR Global Holdings Limited

The Old Hall, Cottesmore Road, Ashwell,

Oakham, Rutland

LE15 7JL

Country

United Kingdom

NUTS code

- UK - United Kingdom

Companies House

UK-03466181

The contractor is an SME

No

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

Total value of the contract/lot: £675,000

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## **Section VI. Complementary information**

### **VI.4) Procedures for review**

#### **VI.4.1) Review body**

Deputy Vice-Chancellor

4-7 Francis House

Norwich

Email

[externalhr@norwichuni.ac.uk](mailto:externalhr@norwichuni.ac.uk)

Country

United Kingdom