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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): ocds-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

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

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

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.

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

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

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

Country

United Kingdom