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Planning

WYCA Digitising Services Project

West Yorkshire Combined Authority

F01: Prior information notice

Prior information only

Notice identifier: 2024/S 000-035094

Procurement identifier (OCID): ocids-h6vhtk-04b261

Published 29 October 2024, 6:04pm

Section I: Contracting authority

I.1) Name and addresses

West Yorkshire Combined Authority

Wellington House, 40-50 Wellington Street

Leeds

LS1 2DE

Contact

Catherine Land

Email

CommercialTeam@westyorks-ca.gov.uk

Country

United Kingdom

Region code

UKE4 - West Yorkshire

National registration number

8876556

Internet address(es)

Main address

<https://www.westyorks-ca.gov.uk>

Buyer's address

<https://uk.eu-supply.com/ctm/Company/CompanyInformation/Index/103257>

I.3) Communication

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

<https://uk.eu-supply.com/ctm/Supplier/Documents/Folder/92360>

Additional information can be obtained from 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

WYCA Digitising Services Project

Reference number

Supplier Engagement Event- Digitising Services

II.1.2) Main CPV code

- 72000000 - IT services: consulting, software development, Internet and support

II.1.3) Type of contract

Services

II.1.4) Short description

This notice is to advertise a supplier engagement event to be hosted by West Yorkshire Combined Authority via Teams on Friday 8th November 2024 at 2pm.

The Authority is looking to engage with the market to ascertain interest and options in relation to supporting the CA to digitise it's internal processes, in order to assist staff in streamlining their work and utilising existing technologies available to them.

If you are interested in attending the event on 8th November, please email the Commercial Team inbox at:

Commercialteam@westyorks-ca.gov.uk

Please quote the reference:

WYCA Digitising Services Project- Supplier Engagement Event- 8th November

Interested parties will be sent a link to the event closer to the time.

II.1.5) Estimated total value

Value excluding VAT: £125,000

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.2) Additional CPV code(s)

- 79400000 - Business and management consultancy and related services
- 48000000 - Software package and information systems

- 80511000 - Staff training services

II.2.3) Place of performance

NUTS codes

- UKE4 - West Yorkshire

Main site or place of performance

LS1 2DE

II.2.4) Description of the procurement

WYCA is looking to appoint an external provider to:

- Identify staff training needs to enable better use of existing technologies, and help staff understand how they can be used to digitise/automate existing processes
- Deliver the required training and produce training materials that can be used by the authority subsequently
- Support end users as they look to digitise/automate their processes
- Directly Assist with a limited number of digitisations

II.2.14) Additional information

This notice is to advertise a supplier engagement event only.

It is not intended as a means of shortlisting bidders.

II.3) Estimated date of publication of contract notice

16 December 2024

Section IV. Procedure

IV.1) Description

IV.1.8) Information about the Government Procurement Agreement (GPA)

The procurement is covered by the Government Procurement Agreement: Yes

