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Tender

Colleague Engagement Platform

Scottish Police Authority

F02: Contract notice

Notice identifier: 2025/S 000-035187

Procurement identifier (OCID): ocds-h6vhtk-0553a9

Published 25 June 2025, 4:25pm

Section I: Contracting authority

I.1) Name and addresses

Scottish Police Authority

1 Pacific Quay, 2nd Floor

Glasgow

G51 1DZ

Email

jean.iyinikkel@scotland.police.uk

Telephone

+44 1786895668

Country

United Kingdom

NUTS code

UKM - Scotland

Internet address(es)

Main address

<http://www.spa.police.uk>

Buyer's address

https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA19762

I.2) Information about joint procurement

The contract is awarded by a central purchasing body

I.3) Communication

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

www.publictendersscotland.publiccontractsscotland.gov.uk

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

www.publictendersscotland.publiccontractsscotland.gov.uk

I.4) Type of the contracting authority

Body governed by public law

I.5) Main activity

Public order and safety

Section II: Object

II.1) Scope of the procurement

II.1.1) Title

Colleague Engagement Platform

Reference number

PROC-24-2754

II.1.2) Main CPV code

- 72416000 - Application service providers

II.1.3) Type of contract

Services

II.1.4) Short description

The Scottish Police Authority has a requirement to appoint a suitably qualified and experienced supplier for a Colleague Engagement Platform.

II.1.5) Estimated total value

Value excluding VAT: £630,000

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.2) Additional CPV code(s)

- 48000000 - Software package and information systems

II.2.3) Place of performance

NUTS codes

- UKM - Scotland

II.2.4) Description of the procurement

Police Scotland are currently inviting bids, from organisations with suitable expertise, experience and credibility to provide a dedicated colleague engagement platform. This platform will be critical in delivering our 2030 vision in enabling a thriving workforce, through sustained meaningful two-way dialogue with our workforce, of circa 23,000 colleagues across the country. We have committed to deliver an annual workforce survey

to measure colleague feelings and feedback on what matters to them.

II.2.5) Award criteria

Quality criterion - Name: Quality / Weighting: 60

Price - Weighting: 40

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

Duration in months

84

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: Yes

Description of options

The duration of the contract will be 4 (four) years with the option to extend the Contract for a further 3 (three) periods of up to 12 (twelve) months each at the sole discretion of the Authority.

II.2.12) Information about electronic catalogues

Tenders must be presented in the form of electronic catalogues or include an electronic catalogue

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 III. Legal, economic, financial and technical information

III.1) Conditions for participation

III.1.2) Economic and financial standing

List and brief description of selection criteria

SPD Question 4B5 Insurances

SPD Question 4B6 Financial Standing

Minimum level(s) of standards possibly required

SPD Question 4B5 Insurances:

Bidders require to confirm they are already have or can commit to obtain, prior to the commencement of the contract, the levels of insurance cover indicated below:

Employers (Compulsory) Liability Insurance = 10 million GBP in respect of each claim without limit to the number of claims.

Public Liability Insurance = 5 million GBP in respect of each claim without limit to the number of claims.

Product Liability Insurance = 5 million GBP in respect of each claim and in the aggregate.

Professional Indemnity Insurance = 2 million GBP in respect of each claim and in the aggregate.

Documentation requested for the above insurances should include name of insurers, policy numbers, expiry date and limits of any one incident and annual aggregate caps and the excesses under the policies.

SPD Question 4B6 Financial Standing:

The Authority will access a Credit safe report for a Tenderers organisation and use the information contained within to assist with the assessment of the Tenderer's economic and financial standing. Tenders are asked to provide their company number within the ESPD to allow the Authority to access a Credit Safe Report.

Within such reports, the risk of business failure is expressed as a score of 30 or below (high risk of business failure). In the event that a company is determined to have a risk failure rating of 30 and below i.e. that the company is considered to have a high risk of business failure, the submission will not be considered further.

If you are successful in the award of this contract and your risk failure rating falls below 30 then the SPA reserve the right to remove you from this contract. It is the Contractor's responsibility to ensure that the information held by Credit Safe is accurate and up to date.

For the avoidance of doubt, the SPA will request a report from Credit Safe following the closing date for the receipt of the Tenders to ensure that the most up to date information is used. Where you are not registered on credit safe e.g. charitable organisations or new start companies/ Sole Traders with less than 3 years trading history, discretionary powers are available to the Director of Finance to consider abbreviated accounts along with bankers references etc.

Tenderers should be aware that any outstanding County Court Judgements will have a detrimental effect on the rating held by Credit Safe and it is your responsibility to ensure that the information held by Credit Safe is accurate and up to date - failure to do so will result in rejection of your submission.

IMPORTANT NOTE: This requirement is not applicable to Sole Traders/ Charities. Sole Traders/ Charities may be required to provide a bankers reference if successful.

III.1.3) Technical and professional ability

List and brief description of selection criteria

Part 4C: Services

Part 4C: Quality Control

Minimum level(s) of standards possibly required

Minimum number of relevant examples: Your examples should be from within the last 3 years.

A minimum of 1 and a maximum of 2 examples should be provided.

Requirement: 'It's a mandatory requirement of the tender that bidders are able evidence that the Mark Enhancement Workstation kits/instruments proposed in response to this tender have been used by other forensic science providers in this regard, Tenderers should provide details of reference point(s) that have used their digital capture system for use in the capture and onward transmission of fingerprints recovery.'

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

25 July 2025

Local time

12:00pm

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

Duration in months: 6 (from the date stated for receipt of tender)

IV.2.7) Conditions for opening of tenders

Date

25 July 2025

Local time

12:00pm

Section VI. Complementary information

VI.1) Information about recurrence

This is a recurrent procurement: No

VI.2) Information about electronic workflows

Electronic ordering will be used

Electronic invoicing will be accepted

Electronic payment will be used

VI.3) Additional information

The buyer is using PCS-Tender to conduct this ITT exercise. The Project code is 29552. For more information see: <http://www.publiccontractsscotland.gov.uk>

A sub-contract clause has been included in this contract. For more information see: <http://www.publiccontractsscotland.gov.uk>

Community benefits are included in this requirement. For more information see: <https://www.gov.scot/policies/public-sector-procurement/community-benefits-in-procurement/>

The buyer is using PCS-Tender to conduct this ITT exercise. The Project code is 29552. For more information see: <http://www.publiccontractsscotland.gov.uk/info/InfoCentre.aspx?ID=2343>

Community benefits are included in this requirement. For more information see: <https://www.gov.scot/policies/public-sector-procurement/community-benefits-in-procurement/>

A summary of the expected community benefits has been provided as follows:

It has become clear that there is scope within the EU legal framework which applies to public Contracts, to use Contracts to deliver wider social benefits such as:

- Targeted recruitment and training (providing employment and training opportunities/apprenticeships);
- SME and social enterprise development;
- Community engagement;

As part of the Technical Criteria, Tenders are required to provide an outline of all

Community Benefits that can be offered in relation to the Contract.

Please note any Community Benefits offered shall be monitored throughout the Contract period to ensure delivery.

The buyer is using PCS-Tender to conduct this ITT exercise. The Project code is 20297. For more information see:

<http://www.publiccontractsscotland.gov.uk/info/InfoCentre.aspx?ID=2343>

Community benefits are included in this requirement. For more information see:

<https://www.gov.scot/policies/public-sector-procurement/community-benefits-in-procurement/>

A summary of the expected community benefits has been provided as follows:

It has become clear that there is scope within the EU legal framework which applies to public Contracts, to use Contracts to deliver wider social benefits such as:

- Targeted recruitment and training (providing employment and training opportunities/apprenticeships);
- SME and social enterprise development;
- Community engagement;

As part of the Technical Criteria, Tenders are required to provide an outline of all Community Benefits that can be offered in relation to the Contract.

Please note any Community Benefits offered shall be monitored throughout the Contract period to ensure delivery.

(SC Ref:802673)

VI.4) Procedures for review

VI.4.1) Review body

Glasgow Sheriff Court

Glasgow

Country

United Kingdom

