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Tender

Provision of Software Services: Financial Management

Cairn Housing Association

F02: Contract notice

Notice identifier: 2022/S 000-035659

Procurement identifier (OCID): ocids-h6vhtk-0391e9

Published 16 December 2022, 12:29pm

The closing date and time has been changed to:

10 February 2023, 12:00pm

See the [change notice](#).

Section I: Contracting authority

I.1) Name and addresses

Cairn Housing Association

Bellevue House, 22 Hopetoun Street

Edinburgh

EH7 4GH

Email

enquiries@cairnha.com

Telephone

+44 8009903405

Country

United Kingdom

NUTS code

UKM - Scotland

Internet address(es)

Main address

<http://www.cairnha.com>

Buyer's address

https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA17262

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.publiccontractsscotland.gov.uk

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

www.publiccontractsscotland.gov.uk

I.4) Type of the contracting authority

Other type

Housing Association

I.5) Main activity

Housing and community amenities

Section II: Object

II.1) Scope of the procurement

II.1.1) Title

Provision of Software Services: Financial Management

Reference number

CHG12/22-3

II.1.2) Main CPV code

- 48442000 - Financial systems software package

II.1.3) Type of contract

Supplies

II.1.4) Short description

The services required and sought via this tender are: Core Financial Systems (accounts management, purchasing, tax management); Web based; Cloud/SaaS; Integration with other Cairn systems; Reporting/ dashboard functionality; Improving Cairn workflows/processes; Making Tax Digital; End to End Purchasing system; Integration to HMS (Housing Management System); Multi-dimensional ledger structure

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.2) Additional CPV code(s)

- 48442000 - Financial systems software package

II.2.3) Place of performance

NUTS codes

- UKM75 - Edinburgh, City of

Main site or place of performance

Cairn Housing Group, 22 Hopetoun Street, Edinburgh, EGH7 4GH

II.2.4) Description of the procurement

Single stage invitation to tender, evaluation based on 30% lowest price / 70% highest quality. Top four scorer invited to interview.

II.2.5) Award criteria

Quality criterion - Name: General Overview / Weighting: 5%

Quality criterion - Name: System Specification / Weighting: 25%

Quality criterion - Name: Treasury and VAT / Weighting: 5%

Quality criterion - Name: Purchasing System / Weighting: 25%

Quality criterion - Name: Fixed Asset Register / Weighting: 5%

Quality criterion - Name: Reporting / Weighting: 5%

Price - Weighting: 30%

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

Duration in months

60

This contract is subject to renewal

Yes

Description of renewals

Option to extend by up to 36 months

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 III. Legal, economic, financial and technical information

III.1) Conditions for participation

III.1.1) Suitability to pursue the professional activity, including requirements relating to enrolment on professional or trade registers

List and brief description of conditions

As per tender documents

III.1.2) Economic and financial standing

Selection criteria as stated in the procurement documents

III.1.3) Technical and professional ability

Selection criteria as stated in the procurement documents

III.2) Conditions related to the contract

III.2.2) Contract performance conditions

As per tender documents

III.2.3) Information about staff responsible for the performance of the contract

Obligation to indicate the names and professional qualifications of the staff assigned to performing the contract

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: Yes

IV.2) Administrative information

IV.2.2) Time limit for receipt of tenders or requests to participate

Originally published as:

Date

27 January 2023

Local time

12:00pm

Changed to:

Date

10 February 2023

Local time

12:00pm

See the [change notice](#).

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: 3 (from the date stated for receipt of tender)

IV.2.7) Conditions for opening of tenders

Date

27 January 2023

Local time

12:30pm

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

NOTE: To register your interest in this notice and obtain any additional information please visit the Public Contracts Scotland Web Site at

https://www.publiccontractsscotland.gov.uk/Search/Search_Switch.aspx?ID=717143.

The buyer has indicated that it will accept electronic responses to this notice via the Postbox facility. A user guide is available at

https://www.publiccontractsscotland.gov.uk/sitehelp/help_guides.aspx.

Suppliers are advised to allow adequate time for uploading documents and to dispatch the electronic response well in advance of the closing time to avoid any last minute problems.

(SC Ref:717143)

Download the ESPD document here:

https://www.publiccontractsscotland.gov.uk/ESPD/ESPD_Download.aspx?id=717143

VI.4) Procedures for review

VI.4.1) Review body

Edinburgh Sheriff Court

27 Chambers Street

Edinburgh

EH1 1LB

Country

United Kingdom