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Tender

Invitation to Tender for SaaS Finance, Budgeting and Reporting Systems

Workers Education Association

F02: Contract notice

Notice identifier: 2023/S 000-036609

Procurement identifier (OCID): ocds-h6vhtk-042527

Published 13 December 2023, 10:37am

Section I: Contracting authority

I.1) Name and addresses

Workers Education Association

4 Luke Street, London

London

EC2A 4XW

Contact

Anthony Gill

Email

tony.gill@wea.ac.uk

Country

United Kingdom

NUTS code

UKI - London

Internet address(es)

Main address

<https://www.wea.org.uk/>

Buyer's address

<https://www.wea.org.uk/>

I.3) Communication

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

<https://in-tendhost.co.uk/educationportal/>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted to the above-mentioned address

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

Invitation to Tender for SaaS Finance, Budgeting and Reporting Systems

Reference number

INT-WEA01

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

The WEA are currently implementing a Digital Transformation Strategy which impacts all areas of the business. Replacement of back-office software is an integral part of the digital transformation road map. Current internal systems require updating to meet business demands and to improve internal efficiency within the services provided. WEA are therefore seeking to procure a new SaaS Finance, Budgeting and Planning systems which will be interoperable with other systems. The current back office internal systems are server-based systems with the IT strategy planning migrate to SaaS technology for future system implementations. We expect that the implementation will take place between 1st March 2024 to 31st July 2024. The estimated value includes both the initial capital elements as well as ongoing support for the contract duration.

II.1.5) Estimated total value

Value excluding VAT: £513,500

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.2) Additional CPV code(s)

- 72000000 - IT services: consulting, software development, Internet and support
- 48440000 - Financial analysis and accounting software package

II.2.3) Place of performance

NUTS codes

- UK - United Kingdom

II.2.4) Description of the procurement

The WEA are currently implementing a Digital Transformation Strategy which impacts all areas of the business. Replacement of back-office software is an integral part of the digital transformation road map. Current internal systems require updating to meet business demands and to improve internal efficiency within the services provided. WEA are therefore seeking to procure a new SaaS Finance, Budgeting and Planning systems which will be interoperable with other systems. The current back office internal systems are server-based systems with the IT strategy planning migrate to SaaS technology for future system implementations. We expect that the implementation will take place between 1st March 2024 to 31st July 2024. The estimated value includes both the initial capital elements as well as ongoing support for the contract duration. The total potential planned contact length for this system selection is a 6 year contract to be formed of an initial 3 year contract to be followed by three further 1 year break clauses.

II.2.5) Award criteria

Price is not the only award criterion and all criteria are stated only in the procurement documents

II.2.6) Estimated value

Value excluding VAT: £513,500

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

Duration in months

72

This contract is subject to renewal

Yes

Description of renewals

Initial contract period will be for 3 years with the option to extend up to three times with 12 month extensions. Therefore 3+1+1+1.

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.1.2) 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

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

18 January 2024

Local time

5:00pm

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

18 January 2024

Local time

5:01pm

Place

Online opening ceremony

Section VI. Complementary information

VI.1) Information about recurrence

This is a recurrent procurement: No

VI.4) Procedures for review

VI.4.1) Review body

Workers Education Association

4 Luke Street, London

London

EC2A 4XW.

Country

United Kingdom