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Contract

## **HR Administration and Payroll Services to Non Cheque Book Maintained Schools**

Westmorland and Furness Council

F03: Contract award notice

Notice identifier: 2025/S 000-037296

Procurement identifier (OCID): ocds-h6vhtk-0513b4

Published 4 July 2025, 9:38am

### **Section I: Contracting authority**

#### **I.1) Name and addresses**

Westmorland and Furness Council

South Lakeland House

Kendal

LA94DQ

#### **Contact**

Maxine Moran

#### **Email**

[Procurement.Mailbox.WAF@cumbria.gov.uk](mailto:Procurement.Mailbox.WAF@cumbria.gov.uk)

#### **Country**

United Kingdom

**Region code**

UKD12 - East Cumbria

**Companies House**

03628053

**Internet address(es)**

Main address

<https://www.westmorlandandfurness.gov.uk>

**I.4) Type of the contracting authority**

Regional or local authority

**I.5) Main activity**

General public services

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**Section II: Object****II.1) Scope of the procurement****II.1.1) Title**

HR Administration and Payroll Services to Non Cheque Book Maintained Schools

**II.1.2) Main CPV code**

- 79631000 - Personnel and payroll services

**II.1.3) Type of contract**

Services

**II.1.4) Short description**

The Council plans to establish a framework of suppliers who can offer a timely and

costeffective

Payroll and HR Administration Service to Non-Cheque Book Maintained Schools in Westmorland and Furness Area.

There are currently 76 Non-Cheque Book Maintained Schools who may initially plan to use the framework.

Please note that the top 3 ranked tenderers will be awarded a place on the framework; however, tenderers that score less than 325 points on the quality marks will be disqualified and rejected.

There will be further competitions conducted under the framework and these will be awarded on price alone.

#### **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: £600,000

### **II.2) Description**

#### **II.2.2) Additional CPV code(s)**

- 79631000 - Personnel and payroll services

#### **II.2.3) Place of performance**

NUTS codes

- UKD1 - Cumbria

#### **II.2.4) Description of the procurement**

The Council plans to establish a framework of suppliers who can offer a timely and

costeffective

Payroll and HR Administration Service to Non-Cheque Book Maintained Schools in Westmorland and Furness Area.

There are currently 76 Non-Cheque Book Maintained Schools who may initially plan to use the framework.

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There will be further competitions conducted under the framework and these will be awarded on price alone.

#### **II.2.5) Award criteria**

Quality criterion - Name: Quality / Weighting: 65

Price - Weighting: 35

#### **II.2.11) Information about options**

Options: No

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## **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.2.1) Previous publication concerning this procedure**

Notice number: [2025/S 000-021488](#)

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## **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**

3 July 2025

#### **V.2.2) Information about tenders**

Number of tenders received: 2

The contract has been awarded to a group of economic operators: Yes

#### **V.2.3) Name and address of the contractor**

Capita Business Services Limited

London

Country

United Kingdom

NUTS code

- UK - United Kingdom

Companies House

02299747

The contractor is an SME

No

### **V.2.3) Name and address of the contractor**

Education Personnel Management Limited

Huntingdon

Country

United Kingdom

NUTS code

- UK - United Kingdom

Companies House

02723581

The contractor is an SME

Yes

### **V.2.4) Information on value of contract/lot (excluding VAT)**

Initial estimated total value of the contract/lot: £600,000

Total value of the contract/lot: £600,000

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## **Section VI. Complementary information**

### **VI.4) Procedures for review**

#### **VI.4.1) Review body**

High Court of England

Strand

London

Country

United Kingdom