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Tender

E-Rostering System for Care Homes

HAMPSHIRE COUNTY COUNCIL

F02: Contract notice

Notice identifier: 2023/S 000-037651

Procurement identifier (OCID): ocds-h6vhtk-03eed9

Published 21 December 2023, 11:37am

Section I: Contracting authority

I.1) Name and addresses

HAMPSHIRE COUNTY COUNCIL

The Castle

WINCHESTER

SO238UJ

Email

ahcprocurement@hants.gov.uk

Country

United Kingdom

Region code

UKJ3 - Hampshire and Isle of Wight

Justification for not providing organisation identifier

Not on any register

Internet address(es)

Main address

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

Buyer's address

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

I.3) Communication

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

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

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

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

Tenders or requests to participate must be submitted to 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

E-Rostering System for Care Homes

Reference number

AS20997

II.1.2) Main CPV code

- 85000000 - Health and social work services
 - JA02 - For computer software
 - RC05 - In information technology

II.1.3) Type of contract

Services

II.1.4) Short description

E Rostering System for Care Homes within Hampshire.

Hampshire County Council Adults Health and Care Directorate is currently seeking the views of the market for an upcoming tender for the supply of an E-Rostering (Work Scheduling) System / Application for its Care Homes within Hampshire and or operated by Hampshire County Council.

HCC Care is formed of 7 areas within Hampshire County Council, Older Adults; Nursing, Residential, Younger Adults; Respite, Residential, Crisis & Day opportunities. Total of 37 Services. 15 of which are already using existing E-Rostering system.

The aim is to get all 37 units using the same system to ensure we have clear and concise data across the whole portfolio. Therefore the expectation is that 1550 allocated licences will be required rising and flexing to 2000 during the course of the contract to allow for further engagement and flexibility as the Care Homes increase and decrease.

Our current system is due for renewal and we are looking to source a new provider that will

cover our requirements for time, attendances and rosters.

As part of Hampshire County Council's strategic vision for e-services, all departments looking to adopt / introduce electronic systems such as Rostering / Work Scheduling to enhance efficient delivery are encouraged to review existing procured e-services for suitability and utilise where applicable.

II.1.5) Estimated total value

Value excluding VAT: £800,000

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
- 72000000 - IT services: consulting, software development, Internet and support
- 85000000 - Health and social work services
 - JA02 - For computer software
 - RC05 - In information technology

II.2.3) Place of performance

NUTS codes

- UKJ3 - Hampshire and Isle of Wight

Main site or place of performance

Care Homes in Hampshire owned and / or operated by Hampshire County Council, including new Care Homes built within the term of the contract and the removal of Care Homes as they become decommissioned and replaced with new facilities.

II.2.4) Description of the procurement

E-Rostering System for Care Units within Hampshire.

Hampshire County Council have been managing and operating Care Homes for a number of years, and are in need of a Rostering Work Scheduling System to assist with the efficient operation of the Care Homes via the rostering of support staff.

The Council intends to appoint a single supplier to provide this rostering system across Hampshire under a single contract.

The Council is proposing an initial contract term of 2 years, with optional extension periods of up to 2 years at a time to a maximum of 10 years.

The Council intends to have a contract in place by early April 2024, via a successful user acceptance testing process and then an initial Pilot Scheme at one Care Home within Hampshire and then the requirement to roll out the system to other care homes by the middle of November-2024.

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: £800,000

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

Duration in months

24

This contract is subject to renewal

Yes

Description of renewals

The Council is proposing an initial contract term of 2 years (24 Months), with optional extension periods of up to 2 years at a time to a maximum of 10 years.

II.2.10) Information about variants

Variants will be accepted: No

II.2.11) Information about options

Options: No

II.2.14) Additional information

Interested suppliers should update their details on In-Tend or register on In-Tend if not already registered by using the following link:

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

Registration is free and only takes 10 minutes and guidance is provided on the website.

We recommend that you refer to the e-tendering guidance for suppliers which can be found by clicking on

'Information for Suppliers' at the top of the In-Tend home page.

If your organisation is not registered on the Hampshire In-tend portal, please go to the website stated above and

click on the 'Register' tab - registration is free.

Logging into In-Tend (once registered)

- To view this opportunity please click on 'Tenders' then 'Current' and then scroll down to the project - 'E-Rostering System for Care Units' or search via the project reference 'AS20997'.

- Selecting 'View Details' on the relevant opportunity.

- Clicking the 'Express Interest' tab.

- Following the on-screen instructions.

Receiving Notification Emails - To ensure you receive email alerts and notifications from our system, please add the email domain '@intend.co.uk' to your Safe Senders list.

Opting in and out:

Please note you are required to 'Opt In' before you can access the 'My tender Return' to start populating your response.

The 'Opt Out' functionality will also be available throughout the duration of the tender process. Opting out will give you the option to declaring you no longer want to receive any further communication in relation to this tender along with the opportunity of providing comments and feedback for this decision.

You can choose to 'Opt In' at any time during the tender process if you initially decided to 'Opt Out'.

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

In accordance with Articles 57 - 62 of Directive 2014/24/EC and Regulation 58 of the Public Contracts Regulations 2015, and set out in the Tender documentation and user requirements.

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

In accordance with Articles 57 - 62 of Directive 2014/24/EC and Regulation 58 of the Public Contracts Regulations 2015, and set out in the Tender documentation and user requirements.

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: [2023/S 000-023474](#)

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

Date

29 January 2024

Local time

2:00pm

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

IV.2.7) Conditions for opening of tenders

Date

29 January 2024

Local time

2:01pm

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.4) Procedures for review

VI.4.1) Review body

High Court of England and Wales

London

Country

United Kingdom

VI.4.3) Review procedure

Precise information on deadline(s) for review procedures

The Contracting Authority will incorporate a minimum ten (10) calendar days standstill period at the point that information on the conclusion of the Contract is communicated to all tenderers. This period allows any unsuccessful tenderer(s) to seek further debriefing information from the Contracting Authority before the conclusion of the Contract. Such additional information should be requested from the address at I.1 of this notice. If an appeal regarding the conclusion of the Contract has not been successfully resolved, then the Public Contracts Regulations 2015 (SI 2015/102) provide for aggrieved parties who have been harmed or are at risk of harm by a breach of the rules to take action in the High Court

(England, Wales and Northern Ireland). Any such action must be started within thirty (30) days beginning with the date when the aggrieved party first knew or ought to have known that grounds for starting such proceedings had arisen. The Court may extend the time-limit for starting proceedings where the Court considers that there is good reason for doing so, but not so as to permit proceedings to be started more than three (3) months after that date. Where the Contract has not been concluded, the Court may set aside the decision to award the Contract or order the Contracting Authority to amend any document and may award damages. If the Contract has been concluded, the Court may only award damages, or where the award procedures have not been followed correctly, declare the Contract to be ineffective.