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Planning

Provisioning of a Human Capital Management (HCM) system

CERN

F01: Prior information notice

Prior information only

Notice identifier: 2024/S 000-037802

Procurement identifier (OCID): ocds-h6vhtk-04bdf8

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Section I: Contracting authority

I.1) Name and addresses

CERN

CERN, CH – 1211 Geneva 23

Meyrin

Contact

Hugh Alabaster

Email

hugh.alabaster@stfc.ukri.org

Country

United Kingdom

Region code

UK - United Kingdom

Internet address(es)

Main address

<https://www.ukri.org/councils/stfc/>

I.3) Communication

Additional information can be obtained from the above-mentioned address

I.4) Type of the contracting authority

European Institution/Agency or International Organisation

I.5) Main activity

General public services

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

Provisioning of a Human Capital Management (HCM) system

II.1.2) Main CPV code

- 48000000 - Software package and information systems

II.1.3) Type of contract

Supplies

II.1.4) Short description

This Technical Description concerns the provision of software licences for a human capital

management system for CERN Human Capital Management.

II.1.5) Estimated total value

Value excluding VAT: 5,000,000 CHF

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.2) Additional CPV code(s)

- 48100000 - Industry specific software package
- 48218000 - License management software package
- 48421000 - Facilities management software package
- 48422000 - Software package suites
- 48450000 - Time accounting or human resources software package

II.2.3) Place of performance

NUTS codes

- UK - United Kingdom

II.2.4) Description of the procurement

The HCM Solution shall cover the following activities and processes from hire to retire/fire:

- Core HR with personnel administration, organization structure, absence and time off management;
- Payroll;
- Onboarding /offboarding;
- Goals and performance management;

- Compensation and benefits;
- Reporting;
- Talent management and succession planning;
- Talent acquisition / recruitment;
- Employee case management;
- Learning management;
- HR help desk.

In addition, CERN is evaluating whether it is possible for the HCM to cover the below functionalities, usually linked to Enterprise Performance Management (EPM) processes, covering the resource planning processes at CERN. This includes the following activities:

- Support the full annual budget exercise for personnel and material resources from CERN's

Medium-Term Plan (MTP, a budget plan for 5 years) elaboration to annual budget monitoring;

- Workforce planning;
- Strategic workforce planning.

The Supply shall include the following technical deliverables and activities:

- Hosting of the software and data in a vendor provided environment (Solution and data to be hosted

in a CERN member state)

- Provisioning of one production and at least one non-production environment with the possibility

to regularly and automatically refresh the data in the non-production environment from the production one

- Software licenses/subscriptions and documentation for seven years;
- Software maintenance, support, updates and upgrades for seven years;

- APIs, integration and extension capabilities;
- Availability/support when the implementation project starts (i.e. before it is fully implemented for the entire CERN population) for user roles (admin, manager, employee);
- A technical back-office and customer support service for daily business (technical issues);
- Data migration tools and advice on how to transfer existing CERN data into the new system;
- Customization and configuration guides;
- End of contract services including data repatriation.

II.2.14) Additional information

The Contract will be broadly split into two phases:

- An implementation phase, during which CERN will implement the Solution and migrate data

from its existing solution. This phase is expected to last approximately three years;

- A production phase.

CERN may opt for a progressive launch of production, by module or function.

The expected usage of the Solution in each phase and the go-live schedule

II.3) Estimated date of publication of contract notice

31 January 2025

Section IV. Procedure

IV.1) Description

IV.1.8) Information about the Government Procurement Agreement (GPA)

The procurement is covered by the Government Procurement Agreement: Yes

Section VI. Complementary information

VI.3) Additional information

Please note that even after the 'official' stated deadline on the market survey has passed, the contract remains open until the Invitation to Tender is issued. A Market Survey is merely an expression of interest and does not in any way constitute a commitment to bid. If you are interested in this contract, we encourage you to submit the Pre-Qualification Questionnaire and you are welcome to later decline if you decide you do not wish to proceed.