

This is a published notice on the Find a Tender service: <https://www.find-tender.service.gov.uk/Notice/038826-2024>

Planning

Basic PAYE Tool and Paper Capture Tool

H M REVENUE & CUSTOMS

F01: Prior information notice

Prior information only

Notice identifier: 2024/S 000-038826

Procurement identifier (OCID): ocds-h6vhtk-04c1a6

Published 2 December 2024, 5:40pm

Section I: Contracting authority

I.1) Name and addresses

H M REVENUE & CUSTOMS

100 PARLIAMENT STREET

LONDON

SW1A2BQ

Contact

Joseph Stelling

Email

joseph.stelling@hmrc.gov.uk

Country

United Kingdom

Region code

UKI32 - Westminster

Justification for not providing organisation identifier

Not on any register

Internet address(es)

Main address

<https://www.gov.uk/government/organisations/hm-revenue-customs>

I.3) Communication

Access to the procurement documents is restricted. Further information can be obtained at

<http://hmrc.sourcing-eu.ariba.com/ad/selfRegistration>

Additional information can be obtained from the above-mentioned address

I.4) Type of the contracting authority

Ministry or any other national or federal authority

I.5) Main activity

General public services

Section II: Object

II.1) Scope of the procurement

II.1.1) Title

Basic PAYE Tool and Paper Capture Tool

Reference number

SR2196298844

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

Previous Notice: 2024/S 000-034669

HMRC are seeking a supplier to build, run and maintain our Basic PAYE Tool and Paper Capture Tool, these are services that support employers with 9 or fewer employees to manage their payroll and calculate tax.

We hold the intellectual property which would be made available to the appointed supplier.

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.3) Place of performance

NUTS codes

- UK - United Kingdom

II.2.4) Description of the procurement

This is an update to a previous PIN (2024/S 000-034669), which can be found through the

following link:

<https://www.find-tender.service.gov.uk/Notice/034669-2024?origin=SearchResults&p=1>

This is not a call for competition.

Open to all suppliers interested in bidding for this opportunity, a live market engagement session will be held over Microsoft Teams from 15:00-16:30, Monday 9th December 2024. This session is intended to provide more details on the scope and requirements of the intended contract, the commercial timeline and route to market, and to allow suppliers the opportunity to ask their own questions.

Interested parties will be able to register interest for up to two employees to attend this virtual event. For details on how to register, please see the section below.

Note that the competition for this requirement is anticipated to be released in the coming weeks. A call for competition will be published following the market engagement event.

II.2.14) Additional information

To register your interest in this opportunity, please complete the following registration form by 12:00 Friday 6th December, and provide the following details:

- The names of (up to) two supplier representatives who would like to attend this event
- The email addresses of the supplier representatives who would like to attend this event

REGISTRATION FORM: <https://forms.office.com/e/w5kQ164niG>

An email invitation to join the event will be sent shortly after the response deadline has passed. Should you have registered and not received an invitation by 12:00 (noon) the day of the event, please contact the provided email address.

II.3) Estimated date of publication of contract notice

16 December 2024

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

Real Time Information Basic PAYE Tools (BPT) downloadable desktop application

BPT is a software product with English and Welsh text that provides the ability for small employers to create their own Employer Database to support and streamline many of the basic day-to-day requirements of maintaining a payroll system. BPT provides for employers to operate their payroll digitally and submit their payroll information to HMRC in the following employer submissions:

-RTI Full Payment Submission (FPS)

-RTI Employer Payment Summary (EPS)

-NINO Verification Request (NVR)

-Earlier Year Update (EYU) (support only)

BPT is an end-to-end payroll system, compatible with current supported desktop operating systems, which is provided by HMRC to employers (with 9 live or fewer employees) to ensure legal compliance and enables businesses to accurately calculate, record and report PAYE tax, National Insurance, Student and Postgraduate Loans, statutory payments, and employer records, correct digital submission mistakes, produce payslips and much more.

As we retain the Intellectual Property, we expect the selected supplier to potentially rebuild and/or modernize the tool throughout the duration of the contract.

BPT can be downloaded and guidance found at the following links:

<https://www.gov.uk/basic-paye-tools>

<https://www.gov.uk/government/collections/guidance-for-employers-on-using-basic-paye->

[tools-bpt](#)

Paper Capture Tool (PCT) desktop application

A software product that provides the ability for HMRC Operators to capture information from paper submissions, plus supports the Operators ability to submit the following employer paper submissions:

- RTI Full Payment Submission (FPS)
- RTI Employer Payment Summary (EPS)
- Construction Industry Scheme (CIS) Updates

As we retain the Intellectual Property, we expect the selected supplier to update the application annually and modernise throughout the duration of the contract.