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Tender

Provision of HR, Payroll, Recruitment, Staff Rota, Performance & Attendance Management Software with Self-service, Reporting and Analytics

Eildon Housing Association

F02: Contract notice

Notice identifier: 2024/S 000-039567

Procurement identifier (OCID): ocds-h6vhtk-04c588

Published 9 December 2024, 11:05am

Section I: Contracting authority

I.1) Name and addresses

Eildon Housing Association

The Weaving Shed, Ettrick Mill, Dunsdale Road

Selkirk

TD7 5EB

Contact

Geoff Hope

Email

geoff@eildon.org.uk

Country

United Kingdom

NUTS code

UKM91 - Scottish Borders

Internet address(es)

Main address

<http://www.eildon.org.uk>

Buyer's address

https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA11283

I.2) Information about joint procurement

The contract is awarded by a central purchasing body

I.3) Communication

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

www.publiccontractsscotland.gov.uk

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

www.publiccontractsscotland.gov.uk

I.4) Type of the contracting authority

Body governed by public law

I.5) Main activity

Housing and community amenities

Section II: Object

II.1) Scope of the procurement

II.1.1) Title

Provision of HR, Payroll, Recruitment, Staff Rota, Performance & Attendance Management Software with Self-service, Reporting and Analytics

II.1.2) Main CPV code

- 72212450 - Time accounting or human resources software development services

II.1.3) Type of contract

Services

II.1.4) Short description

Eildon are looking to secure a single supply partner of HR, payroll and workforce software

II.1.5) Estimated total value

Value excluding VAT: £550,000

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.2) Additional CPV code(s)

- 48450000 - Time accounting or human resources software package

II.2.3) Place of performance

NUTS codes

- UKM91 - Scottish Borders

II.2.4) Description of the procurement

Eildon are looking to secure a single supply partner of HR, payroll and workforce software to:

- Meet our full business requirements as detailed in Eildon HL Requirements Spec v0.1.xlsx
- Through the provision, configuration and implementation of at least 3 environments, Test, Train and Live
- Meet cloud security principles, such as secure by design;
- Be available 24/7, fast and responsive with a 99.9% up time track record;
- Hold Eildon's data in line with UK GDPR;
- Provide a professional and responsive implementation and a post implementation managed support service and service helpdesk including the management of upgrades/change requests.
- Provide proactive account management
- Partner with. One who has good leadership and a clear investment strategy based on developing the solution for its customers.
- Provide relevant training and support for administrators, including training manuals and user guides.

II.2.5) Award criteria

Quality criterion - Name: Method Statement / Weighting: 70

Price - Weighting: 30

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

Duration in months

60

This contract is subject to renewal

Yes

Description of renewals

option to extend two times 12 months at Eildon's discretion.

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: Yes

IV.2) Administrative information

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

Date

22 January 2025

Local time

12:00pm

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

Tender must be valid until: 31 March 2025

IV.2.7) Conditions for opening of tenders

Date

22 January 2025

Local time

12:00pm

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.3) Additional information

NOTE: To register your interest in this notice and obtain any additional information please visit the Public Contracts Scotland Web Site at

https://www.publiccontractsscotland.gov.uk/Search/Search_Switch.aspx?ID=785204.

The buyer has indicated that it will accept electronic responses to this notice via the Postbox facility. A user guide is available at

https://www.publiccontractsscotland.gov.uk/sitehelp/help_guides.aspx.

Suppliers are advised to allow adequate time for uploading documents and to dispatch the electronic response well in advance of the closing time to avoid any last minute problems.

(SC Ref:785204)

Download the ESPD document here:

https://www.publiccontractsscotland.gov.uk/ESPD/ESPD_Download.aspx?id=785204

VI.4) Procedures for review

VI.4.1) Review body

Selkirk Sheriff Court

Selkirk

Country

United Kingdom

