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Contract

## **PP-10106 Diocese Of Chichester Academy Trust HR and Payroll**

Diocese of Chichester Academy Trust

F03: Contract award notice

Notice identifier: 2024/S 000-039872

Procurement identifier (OCID): ocids-h6vhtk-0470d8

Published 11 December 2024, 10:42am

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

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

Diocese of Chichester Academy Trust

St. Catherine's College, Priory Road

Eastbourne

BN23 7BL

#### **Contact**

Irene Celis

#### **Email**

[Irene.Celis@place-group.com](mailto:Irene.Celis@place-group.com)

#### **Telephone**

+44 8452577050

#### **Country**

United Kingdom

**NUTS code**

UKJ22 - East Sussex CC

**National registration number**

09201845

**Internet address(es)**

Main address

<https://dcat.academy/>

Buyer's address

<https://in-tendhost.co.uk/placegroup.aspx/Home>

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

Body governed by public law

**I.5) Main activity**

Education

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## **Section II: Object**

### **II.1) Scope of the procurement**

#### **II.1.1) Title**

PP-10106 Diocese Of Chichester Academy Trust HR and Payroll

Reference number

PP-10106

#### **II.1.2) Main CPV code**

- 79631000 - Personnel and payroll services

#### **II.1.3) Type of contract**

Services

#### **II.1.4) Short description**

Diocese Of Chichester Academy Trust is a multi-academy trust comprised of 25 schools in Hampshire, East Sussex, West Sussex, Bournemouth and the Isle of Wight. It is envisaged that at least two more schools will join by April 2025, with several more to join during the duration of the contract. The Trust requires the provision of a fully managed Payroll Service and a fully integrated Human Resource Information System (HRIS). The HR records and payroll are managed locally at school level and overseen by the Trust Centre team – meaning the provider will be engaging with more than 25 different contact points across the schools. A draft specification has been provided at Attachment 1. Please note that this will be edited before its final version is provided at ITT stage and will be made available to the shortlisted suppliers for ITT stage. The Contract period will be for 3 years initially with the option to extend for two further one-year periods.

#### **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: £452,029

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

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

- 79631000 - Personnel and payroll services

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

NUTS codes

- UKJ28 - West Sussex (North East)
- UKJ27 - West Sussex (South West)
- UKJ22 - East Sussex CC
- UKJ3 - Hampshire and Isle of Wight
- UKK24 - Bournemouth, Christchurch and Poole
- UKJ2 - Surrey, East and West Sussex

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

The Trust requires the provision of a fully managed Payroll Service and a fully integrated Human Resource Information System (HRIS). The Trust are looking for a provider who is agile and competent to manage their growth with a healthy background of providing requirements to the education sector. The Trust are set across five different local authorities and have to meet the requirements of five different pension funds; therefore, it is expected for the new provider to have a breadth of understanding and experience in these areas. The Trust would like a partner who is energised to work with them and that this reflects in their day-to-day service with them. The HR records and payroll are managed locally at school level and overseen by the Trust Centre team – meaning the provider will be engaging with more than 25 different contact points across the schools. The Contract period will be for 3 years initially with the option to extend for two further one-year periods.

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

Price

### **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

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## **Section IV. Procedure**

### **IV.1) Description**

#### **IV.1.1) Type of procedure**

Restricted 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: [2024/S 000-018778](#)

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## **Section V. Award of contract**

### **Contract No**

PP-10106

### **Title**

Diocese of Chichester Academy Trust - HRIS and Payroll Services

A contract/lot is awarded: Yes

### **V.2) Award of contract**

#### **V.2.1) Date of conclusion of the contract**

1 October 2024

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

Number of tenders received: 5

Number of tenders received from SMEs: 0

Number of tenders received from tenderers from other EU Member States: 0

Number of tenders received from tenderers from non-EU Member States: 5

Number of tenders received by electronic means: 5

The contract has been awarded to a group of economic operators: No

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

Civica UK Ltd

Southbank Central, 30 Stamford Street, London, SE1 9LQ

London

SE1 9LQ

Country

United Kingdom

NUTS code

- UKI - London

National registration number

01628868

The contractor is an SME

No

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

Initial estimated total value of the contract/lot: £660,000

Total value of the contract/lot: £452,029

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## **Section VI. Complementary information**

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

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

Royal Court of Justice

Strand

London

WC2A 2LL

Country

United Kingdom