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Planning

## **Schools Management Information System**

Caerphilly County Borough Council

UK2: Preliminary market engagement notice - Procurement Act 2023 - [view information about notice types](#)

Notice identifier: 2025/S 000-054107

Procurement identifier (OCID): ocds-h6vhtk-059498

Published 5 September 2025, 8:31am

### **Scope**

### **Description**

Caerphilly County Borough Council (the Council) are seeking expressions of interest from suppliers for the provision of a comprehensive Schools Management Information System. The primary objective of this tender is to procure a system that enables the school to efficiently and effectively fulfil its statutory and legislative responsibilities. The system must support compliance with all relevant educational regulations and standards.

The system must provide a provision for Primary Schools, Secondary Schools, 3-18 Schools, Special Schools and Pupil Referral Units (PRUs).

The desired system should streamline administrative processes, enhance data management, and improve overall operational efficiency. It is essential that the system minimises the need for third party add-ons by encompassing a wide range of functionalities within a single platform. This will ensure that schools can operate seamlessly without the additional burden of procuring and managing multiple systems.

### **Total value (estimated)**

- £3,000,000 excluding VAT
- £3,600,000 including VAT

Above the relevant threshold

### **Contract dates (estimated)**

- 1 April 2027 to 31 March 2032
- Possible extension to 31 March 2037
- 10 years

### **Main procurement category**

Services

### **CPV classifications**

- 48000000 - Software package and information systems
- 72000000 - IT services: consulting, software development, Internet and support

### **Contract locations**

- UKL16 - Gwent Valleys

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## **Engagement**

### **Engagement deadline**

19 September 2025

## **Engagement process description**

### **1. Purpose of Engagement**

The Council is undertaking a pre-market engagement exercise to inform the future procurement of a comprehensive Schools Management Information System (MIS). The purpose is to:

Understand current market capabilities.

Identify innovative solutions and best practices.

Refine the scope and requirements of the future tender.

Ensure the procurement process is aligned with supplier capacity and sector developments.

### **2. Scope of Requirement**

The proposed MIS must support:

Primary Schools

Secondary Schools

3-18 Schools

Special Schools

Pupil Referral Units (PRUs)

The system should enable schools to meet statutory and legislative responsibilities efficiently, with minimal reliance on third-party add-ons.

Key functionalities include:

Student information management

Attendance tracking

Timetabling

Assessment and progression tracking

Examination management

Safeguarding incident logging

Communication tools

Payment processing

Classroom management

GDPR and Welsh Government compliance

### 3. Supplier Questionnaire

Interested suppliers are asked to complete the following questionnaire:

#### (a) Supplier Details

Company Name:

Contact Name & Role:

Email Address:

Phone Number:

Website (if applicable):

#### (b) System Overview

Does your MIS support the following school types?

Primary

Secondary

3-18

Special

PRUs

Is your solution a single platform or does it require third-party add-ons?

Briefly describe your system's core features (max 150 words):

(e.g. attendance, assessment, safeguarding, communication, payments)

(c) Compliance & Deployment

How does your system ensure compliance with GDPR and Welsh Government legislation?

What deployment options are available? (Cloud, On-Premise, Hybrid)

(d) Experience & Support

Do you currently supply MIS to any Welsh schools or local authorities? (If yes, please specify)

What support and training do you offer post-implementation?

(e) Commercial Model

Indicative pricing model (e.g. per pupil, per school, annual licence):

(For market research only - not used for evaluation)

(d) Additional Comments

Any innovations or features that differentiate your solution?

Any feedback on the proposed scope or procurement approach?

Please return the above information to:

Jessica Thomas - Principal Procurement Officer [thomaj11@caerphilly.gov.uk](mailto:thomaj11@caerphilly.gov.uk)

Deadline: Friday 19 September 2025

Caerphilly CBC reserve the right to host virtual engagement sessions to understand more about supplier offerings and to gain further insight into the market and to give suppliers an opportunity to ask questions about the Council's requirements.

#### 4. Feedback and Analysis

Responses and insights from suppliers will be analysed to:

Refine the specification and procurement strategy

Identify potential risks and mitigation strategies

Ensure the tender is realistic and attractive to the market

#### 5. Confidentiality and Transparency

All engagement will be conducted in accordance with public procurement regulations. Participation in this process does not confer any advantage in the subsequent tender.

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## Participation

### Particular suitability

Small and medium-sized enterprises (SME)

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## Submission

### Publication date of tender notice (estimated)

6 October 2025

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## Contracting authority

## **Caerphilly County Borough Council**

- Public Procurement Organisation Number: PWHP-2369-JPYL

Penallta House, Tredomen Park

Hengoed

CF82 7PG

United Kingdom

Contact name: Jessica Thomas

Email: [thomaj11@caerphilly.gov.uk](mailto:thomaj11@caerphilly.gov.uk)

Website: <http://www.caerphilly.gov.uk>

Region: UKL16 - Gwent Valleys

Organisation type: Public authority - sub-central government

Devolved regulations that apply: Wales