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Tender

## **FCA Payroll Services Re-tender**

FCA

UK4: Tender notice - Procurement Act 2023 - [view information about notice types](#)

Notice identifier: 2025/S 000-068751

Procurement identifier (OCID): ocds-h6vhtk-05d4ad

Published 27 October 2025, 9:36pm

### **Scope**

#### **Description**

The FCA is moving to a Workday Solution for its Payroll services. A project was initiated to consider the suitability of the Workday Payroll Module in the context of its existing investment Workday. Following the completion of architectural design, Workday Payroll was selected as the preferred payroll technology.

As a result, the FCA is seeking to appoint a single supplier through this procurement process, in accordance with requirements outlined in document C3695 – FCA ITT Annex A – Statement of Requirements. The appointed supplier must be a Workday Recognised Managed Service Supplier (MSP) and will be responsible for delivering a secure and compliant, fully managed payroll service using the Payroll module in the FCA's Workday tenant, for all FCA and PSR employees in business as usual (BAU) operations.

The FCA currently uses a commercial off the shelf (COTS), software as a service (SaaS) platform to run its Payroll. The scope of this new service will encompass key areas such as but not limited to:

- Managing absence, ensuring colleagues drop to half pay or nil pay on the appropriate day, and monitoring phased returns to work.
- Monitoring National Living Wage (NLW) and National Minimum Wage (NMW) against

FCA salary sacrifice pay elements.

- Managing configuration changes, supporting testing, and ensuring continuity following Workday updates, FCA requested configuration changes or any legislative configuration changes.
- Managing the Civil Service Pension scheme, including the controls, reconciliation, and submission of the monthly interface.

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

- £1,300,000 excluding VAT
- £1,500,000 including VAT

Above the relevant threshold

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

- 1 December 2026 to 30 November 2030
- Possible extension to 30 November 2032
- 6 years

Description of possible extension:

The contract includes options to extend for up to 2 additional years beyond the initial four-year term. These extensions are subject to satisfactory performance and ongoing operational requirements.

- Extension duration: up to 24 months (two 12-month periods)
- Estimated headcount during extensions: 5,700 employees per annum

Conditions for Extension:

- Continued alignment with service delivery standards

- Achievement of key performance indicators
- Mutual agreement between the Authority and the Supplier

## **Options**

The right to additional purchases while the contract is valid.

2 x 1 year terms

## **Main procurement category**

Services

## **CPV classifications**

- 79631000 - Personnel and payroll services

## **Contract locations**

- UK - United Kingdom

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## **Participation**

### **Particular suitability**

Small and medium-sized enterprises (SME)

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## **Submission**

### **Enquiry deadline**

7 November 2025, 12:00pm

### **Tender submission deadline**

25 November 2025, 12:00pm

### **Submission address and any special instructions**

Bidders will need to register on the FCA's eProcurement system (Atamis) to respond to the Tender (<https://atamis-fca.my.site.com/s/Welcome>). Bidders should refer to the Atamis Supplier User Guide ([https://services.atamis.co.uk/docs/Supplier\\_User\\_Guide.pdf](https://services.atamis.co.uk/docs/Supplier_User_Guide.pdf)) for further information. If issues are experienced in accessing Atamis or any documents within Atamis you should contact their dedicated helpdesk on 029 2279 0052 or email at [support@atamis.co.uk](mailto:support@atamis.co.uk)

### **Tenders may be submitted electronically**

Yes

### **Languages that may be used for submission**

English

### **Award decision date (estimated)**

3 April 2026

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## Award criteria

Name	Type	Weighting
Technical	Quality	70.00%
Commercial	Cost	30.00%

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## Other information

### Conflicts assessment prepared/revised

Yes

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## Procedure

### Procedure type

Open procedure

### Justification for not publishing a preliminary market engagement notice

Prior to the formal launch of this procurement, the FCA undertook desktop-based pre-market engagement to inform its approach and refine the scope of requirements. This engagement was conducted informally and did not involve an RFI process.

The purpose of this early engagement was to:

- Assess market capability and readiness to deliver payroll services within the Workday ecosystem.
- Understand supplier perspectives on integration, data handling, and managed service

delivery.

- Shape the Statement of Requirements and evaluation methodology in line with PA23 principles.

This approach enabled the FCA to develop a more targeted and proportionate tender, while maintaining compliance with procurement transparency obligations.

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## Contracting authority

### FCA

- Public Procurement Organisation Number: PTYH-4442-XPRH

12 Endeavour Square

London

E20 1JN

United Kingdom

Contact name: FCA Procurement

Telephone: 0207 066 1000

Email: [fcaprocurement@fca.org.uk](mailto:fcaprocurement@fca.org.uk)

Website: <http://www.fca.org.uk>

Region: UKI41 - Hackney and Newham

Organisation type: Public authority - central government