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Tender

Provision of a Schools Management Information System

Caerphilly County Borough Council

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

Notice identifier: 2025/S 000-082606

Procurement identifier (OCID): ocids-h6vhtk-059498 ([view related notices](#))

Published 12 December 2025, 3:33pm

Scope

Reference

CCBC/PS2931/25/JT

Description

Caerphilly CBC (“the Council”) are seeking a Software as a Service (SaaS) solution for the provision of a comprehensive Schools Management Information System (MIS). The primary objective of this tender is to procure a solution that enables schools to efficiently and effectively fulfil statutory and legislative responsibilities. The solution must support compliance with all relevant Welsh educational regulations and standards.

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

The desired solution should streamline administrative processes, enhance data management, and improve overall operational efficiency. It is essential that the solution 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 solutions.

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

Description of possible extension:

The contract shall be for a period of five years with an option to extend for a further period of up to 60 months renewable on a yearly or two yearly basis.

Options

The right to additional purchases while the contract is valid.

The Council reserve the right to procure additional services throughout the duration of the contract if they assist with improving the customer experience or provide innovation to enhance the service, within the subject matter of the contract.

Main procurement category

Services

CPV classifications

- 31711310 - System for recording attendance
- 72000000 - IT services: consulting, software development, Internet and support

Contract locations

- UKL12 - Gwynedd

Participation

Legal and financial capacity conditions of participation

Information on Legal Capacity questions can be found in section 10 - WPSQ - Part 3A - Legal Capacity and Section 11 - Contractor Information Governance Due Diligence of the questions tab in the Proactis eTendering portal.

Technical ability conditions of participation

Information on Technical Ability questions can be found in section 12- WPSQ - Part 3A - Technical Ability of the questions tab in the Proactis eTendering portal.

Particular suitability

Small and medium-sized enterprises (SME)

Submission

Enquiry deadline

13 January 2026, 12:00pm

Submission type

Tenders

Tender submission deadline

21 January 2026, 12:00pm

Submission address and any special instructions

All tenders must be submitted through the Proactis eTendering System, link provided below:

<https://supplierlive.proactisp2p.com/Account/Login>

Tenders may be submitted electronically

Yes

Languages that may be used for submission

- Welsh
- English

Award decision date (estimated)

27 March 2026

Recurring procurement

Publication date of next tender notice (estimated): 1 March 2035

Award criteria

Name	Description	Type	Weighting
System Demonstration	The top four scoring bidders (based on quality questions and price) will be invited to a system demonstration. The questions can be found in the Proactis eTendering system.	Quality	40.00%
Quality Questions	Response to quality questions set out in the Proactis eTendering System	Quality	30.00%
Price	Total cost of providing the solution as per the pricing schedule	Price	30.00%

Other information**Applicable trade agreements**

- Government Procurement Agreement (GPA)

Conflicts assessment prepared/revised

Yes

Procedure

Procedure type

Competitive flexible procedure

Competitive flexible procedure description

This procurement will be conducted using the Competitive Flexible Procedure under the Procurement Act 2023 and will follow a multi-stage evaluation process:

Stage 1: Compliance (Pass/Fail) – Mandatory requirements assessed on a pass/fail basis.

Stage 2: Quality (30%) – Evaluation of responses to quality questions.

Stage 3: Price (30%) – Assessment of priced submissions.

Stage 4: System Demonstration (40%) – Demonstration by shortlisted bidders.

Stage 6: Preferred Bidder Stage – Final clarifications, negotiations, and due diligence.

Stage 7: Contract Award – Award to the preferred bidder.

Documents

Documents to be provided after the tender notice

The documentation can be found in the Proactis eTendering portal, link provided below:

<https://supplierlive.proactisp2p.com/Account/Login>

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

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

Region: UKL16 - Gwent Valleys

Organisation type: Public authority - sub-central government

Devolved regulations that apply: Wales