

IRL-Dublin: time accounting or human resources software package

OJ S 206/2012 25/10/2012

Contract notice

Services

Directive 2004/18/EC

Section I: Contracting authority

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**I.1. Name and addresses**

Official name: St Patrick's College (Drumcondra)

Postal address: Drumcondra

Town: Dublin 9

Country: Ireland

For the attention of: Mr Martin Ward

Telephone: +353 18842234

Fax: +353 18842243

**Internet address(es):**

General address of the contracting authority: [www.spd.ie](http://www.spd.ie)

Address of the buyer profile: [http://www.etenders.gov.ie/search/Search\\_AuthProfile.aspx?ID=AA8541](http://www.etenders.gov.ie/search/Search_AuthProfile.aspx?ID=AA8541)

**Additional information can be obtained from:**

Official name: [www.etenders.gov.ie](http://www.etenders.gov.ie)

Country: Ireland

Telephone: +353 16177944

Internet address: <http://www.etenders.gov.ie>

**Specifications and additional documents (including documents for competitive dialogue and a dynamic purchasing system) can be obtained from:**

Official name: [www.etenders.gov.ie](http://www.etenders.gov.ie)

Country: Ireland

Telephone: +353 18842234

Internet address: <http://www.etenders.gov.ie>

**Tenders or requests to participate must be submitted:** Official name: St Patrick's College (Drumcondra)

Postal address: Drumcondra

Town: Dublin 9

Country: Ireland

For the attention of: Mr Martin Ward

Telephone: +353 18842234

Fax: +353 18842243

Internet address: [www.spd.ie](http://www.spd.ie)

**I.2. Type of the contracting authority**

Body governed by public law

**I.3. Main activity**

Education

**I.4. Contract award on behalf of other contracting authorities**

The contracting authority is purchasing on behalf of other contracting authorities: no

## Section II: Object of the contract

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### II.1. Description

#### II.1.1. Title attributed to the contract by the contracting authority

HR & Payroll System Contract.

#### II.1.2. Type of contract and place of performance or delivery

Services

Service category No 7: Computer and related services

Main site or place of performance: St. Patrick's College, Drumcondra.

NUTS code IE021 Dublin

#### II.1.3. Information about a framework agreement or a dynamic purchasing system

The notice involves a public contract

#### II.1.4. Information about framework agreement

#### II.1.5. Short description of the contract or purchase(s)

The College is seeking a fully integrated HR and payroll solution to standardise its business processes. The College requires an application that will support the full employee lifecycle from 'Hire to Retire' and will provide a consolidated view of the employee across the organisation. The solution must be robust and scalable to grow in line with the College's upgrade strategy and must have the capability to evolve over time to support the changing business requirements of the College. Ongoing support and maintenance of the solution will also be provided by the successful economic operator, in order to ensure ongoing fitness for purpose from both a functional and technical perspective.

Note: To register your interest in this notice and obtain any additional information please visit the eTenders Web Site at [http://www.etenders.gov.ie/Search/Search\\_Switch.aspx?ID=524033](http://www.etenders.gov.ie/Search/Search_Switch.aspx?ID=524033).

#### II.1.6. CPV code(s)

48450000 Time accounting or human resources software package, 72000000 IT services: consulting, software development, Internet and support, 72210000 Programming services of packaged software products, 72200000 Software programming and consultancy services, 72263000 Software implementation services

#### II.1.7. Information about the Government Procurement Agreement (GPA)

The procurement is covered by the Government Procurement Agreement: yes

#### II.1.8. Lots

This contract is divided into lots: no

#### II.1.9. Information about variants

Variants will be accepted: yes

### II.2. Scope of the procurement

#### II.2.1. Total quantity or scope

This contract relates to the supply, installation, commissioning, support and maintenance of a human resource and payroll application system. The contract will have a maximum potential duration of six years, subject to satisfactory performance on the part of the successful economic operator.

## **II.2.2. Information about options**

Options: no

## **II.2.3. Information about renewals**

This contract is subject to renewal: no

## **II.3. Duration of the contract or time limit for completion**

Duration in months: 72 (from the award of the contract)

## **Section III: Legal, economic, financial and technical information**

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### **III.1. Conditions related to the contract**

#### **III.1.1. Deposits and guarantees required**

#### **III.1.2. Main financing conditions and payment arrangements and/or reference to the relevant provisions governing them**

To be agreed with the successful contractor.

#### **III.1.3. Legal form to be taken by the group of economic operators to whom the contract is to be awarded**

A grouping, if successful, may be required to contract as a single entity having joint and several liability but subject to the agreement of the contracting parties. If it is proposed to sub-contract the delivery of any portion of the contract, it may be a condition of award of contract that both the service provider and any proposed sub-contractor enter simultaneously into a collateral warranty with the contracting authority for the relevant portion of the contract.

#### **III.1.4. Contract performance conditions**

The performance of the contract is subject to particular conditions: no

### **III.2. Conditions for participation**

#### **III.2.1. Suitability to pursue the professional activity, including requirements relating to enrolment on professional or trade registers**

List and brief description of conditions: As per the qualification questionnaire, available to download from [www.etenders.gov.ie](http://www.etenders.gov.ie).

#### **III.2.2. Economic and financial ability**

List and brief description of conditions: As per the qualification questionnaire, available to download from [www.etenders.gov.ie](http://www.etenders.gov.ie).

Minimum level(s) of standards possibly required: As per the qualification questionnaire, available to download from [www.etenders.gov.ie](http://www.etenders.gov.ie).

#### **III.2.3. Technical and professional ability**

List and brief description of conditions:

As per the qualification questionnaire, available to download from [www.etenders.gov.ie](http://www.etenders.gov.ie).

Minimum level(s) of standards possibly required:

As per the qualification questionnaire, available to download from [www.etenders.gov.ie](http://www.etenders.gov.ie).

#### **III.2.4. Information about reserved contracts**

### **III.3. Conditions specific to services contracts**

#### **III.3.1. Information about a particular profession**

### **III.3.2. Information about staff responsible for the performance of the contract**

Obligation to indicate the names and professional qualifications of the staff assigned to performing the contract: yes

## **Section IV: Procedure**

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### **IV.1. Type of procedure**

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

competitive dialogue

#### **IV.1.2. Information about the limits on the number of candidates to be invited**

Envisaged number of candidates: 3

Objective criteria for choosing the limited number of candidates: As per the qualification questionnaire, available to download from [www.etenders.gov.ie](http://www.etenders.gov.ie).

#### **IV.1.3. Information about reduction of the number of solutions or tenders during negotiation or dialogue**

Recourse to staged procedure to gradually reduce the number of solutions to be discussed or tenders to be negotiated yes

### **IV.2. Award criteria**

#### **IV.2.1. Award criteria**

The most economically advantageous tender in terms of Price is not the only award criterion and all criteria are stated only in the procurement documents

#### **IV.2.2. Information about electronic auction**

An electronic auction will be used: no

### **IV.3. Administrative information**

#### **IV.3.1. File reference number attributed by the contracting authority**

#### **IV.3.2. Previous publication concerning this procedure**

#### **IV.3.3. Conditions for obtaining specifications and additional documents or descriptive document**

#### **IV.3.4. Time limit for receipt of tenders or requests to participate**

26.11.2012 - 12:00

#### **IV.3.5. Estimated date of dispatch of invitations to tender or to participate to selected candidates**

10.12.2012

#### **IV.3.6. Languages in which tenders or requests to participate may be submitted**

English. Irish.

#### **IV.3.7. Minimum time frame during which the tenderer must maintain the tender**

#### **IV.3.8. Conditions for opening of tenders**

## **Section VI: Complementary information**

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## **VI.1. Information about recurrence**

## **VI.2. Information about European Union funds**

## **VI.3. Additional information**

- 1) Interested parties must register their interest on the eTenders web site ([www.etenders.gov.ie](http://www.etenders.gov.ie)) in order to be included on the mailing list for clarifications. All information relating to attachments, including clarifications and changes, will be published on the Irish Government Procurement Opportunities Portal ([www.etenders.gov.ie](http://www.etenders.gov.ie)) only. Registration is free of charge. The contracting authority will not accept responsibility for information relayed (or not relayed) via third parties.
- 2) This is the sole call for competition for this service.
- 3) The contracting authority will not be responsible for any costs, charges or expenses incurred by candidates or tenderers.
- 4) Contract award will be subject to the approval of the competent authorities.
- 5) It will be a condition of award that candidates and all sub-contractors produce a valid Tax Clearance Certificate from the Irish Revenue Commissioners as part of their application for participation in the competition.
- 6) If for any reason it is not possible to conclude the contract with the designated successful tenderer emerging from this competitive process, the contracting authority reserves the right to conclude the contract with the next highest scoring tenderer, as appropriate.  
If, following the conclusion of the contract, the contracting authority considers that the successful tenderer has not met its obligations, the contracting authority reserves the right to award the contract to the next highest scoring tenderer on the basis of the original competition and as tendered by that party. This shall be without prejudice to the right of the contracting authority to cancel this competitive process and/or initiate a new contract award procedure at its sole discretion.
- 7) At its absolute discretion, the contracting authority may elect to terminate this procurement process or the resulting contract at any time.
- 8) Please note in relation to all documents, that where reference is made to a particular standard, make, source, process, trademark, type or patent, that this is not to be regarded as a de facto requirement. In all such cases it should be understood that such indications are to be treated strictly and solely for reference purposes only, to which the words "or equivalent" will always be appended.
- 9) Without prejudice to the principle of equal treatment, the contracting authority is not obliged to engage in a clarification process in respect of questionnaires with missing or incomplete information. Therefore, candidates are advised to ensure that they return fully completed questionnaires in order to avoid the risk of elimination from the competition.  
(ET Ref:524033).

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

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

Official name: The High Court  
Postal address: Inns Quay  
Town: Dublin 7  
Country: Ireland  
Internet address: [www.courts.ie](http://www.courts.ie)

### **VI.4.2. Review procedure**

Precise information on deadline(s) for review procedures: The contracting authority will not conclude this contract, to which a standstill period applies in accordance with Irish Statutory

Instrument SI 130 of 2010, until after the expiry of the standstill period, which commences on the day following the date of notification of concerned candidates and tenderers. The duration of the standstill period will be 14 calendar days where notifications are sent electronically or by fax and 16 calendar days where these are sent by any other means. The Statutory Instrument mentioned above provides that review procedures are available in the High Court to a person who has or has had an interest in obtaining the contract and alleges that he or she has been harmed or is at risk of being harmed by an infringement of the law in relation to that reviewable public contract.

**VI.4.3. Service from which information about the review procedure may be obtained**

Official name: Please contact a legal advisor.

Country: Ireland

**VI.5. Date of dispatch of this notice**

24.10.2012