Request for Quotation

[HR, Payroll and HR Technology global skills-based marketplace]

Background

LavasourceHR is a global provider of HR, Payroll and Technology solutions. We have 3 primary "offerings"; Consulting, Staffing and Technology delivery. Everything we do is "community driven" and focussed on the world of HR and Payroll. It is a "vertical" play, enabled by technology.

The skills-based product we currently use (to allow customers to connect globally with talented professionals) is a white label solution. People have signed up across 55 countries within the past 12 months, but the product has limited functionality and cannot meet our future needs. Therefore, we need to build our own proprietary product, thus allowing us to scale and deliver the stakeholder experiences that meet with our brand values.

We have a limited timeframe within which to deploy our MVP and so have a real focus on getting the basics right, whilst making any solution sustainable for future development / enhancement. We are seeking a partner to help us build the MVP, with the possibility to work with us in the long-term.

Requirement

Design Services: Overall solution- Global Skills-based community talent marketplace for HR, Payroll and HR technology

A. The supplier, through the response to this tender, describe what the:
B. High-level solution architecture would be
C. Key conceptual components in their proposed solution
D. Detailed Infrastructure proposal requirements to build, operate and support solution
E. Projected infrastructure costs for build and testing services
F. Software licenses required for the solution. The proposal must include the initial costs and the 1st support costs of all software licenses required to build and operate the products used in the supplier's solution
G. Solution components built and delivered must demonstrate ability to extend and scale linearly with added traffic/use.

Requirement features: Build Services

The supplier shall quote for the detailed build, unit test, SIT test, cutover and deployment of the built code to the proposed hosting solution

General features: (Must have)

1. The solution should either replace or provide seamless transition from/to Lavasource HR site that is currently hosted on the white labelled solution
2. The new solution must provide the follow features
    a. Language initially English (UK) with the ability to add more languages
3. Application access to three user personas
    a. Talent
    b. Organisational Customers
    c. LavaSource employees
4. Oauth 2.0 authentication, or equivalent for Talent, MS Active directory integration for corporate customers.
5. Integrate with DocuSign, or equivalent for official documents
6. A document store to store all uploaded documents by the candidate and all contract document from the customer
7. Notification ability to send SMS / Email notifications
8. Integrate with Stripe or similar payment platform for payments

Talent requirements:

Req.	Description	Priority
T001	Talent must be able to use social accounts (OAuth, or equivalent) to sign up on platform	Must have
T002	Talent should be able to provide and manage their User Profile Information	Must have
T003	User should be able to upload a profile picture	Must have
T004	Talent must be able to upload their supporting documents to their personal profile document library e.g., CV, right to work documents, skill certificate	Must have
T005	Talent must be following a mandatory workflow to get on-boarded	Must have
T006	Talent should be able to 'subscribe' to newsletters, social channels on the platform to follow and be in touch with companies, topics or channels that matches their interests	Must have
T006	Once a talent's profile is validated and activated, the talent should be able to 'Post' or 'share' to channels, topics and on their profile page. This may include posting links to best practices, blog posts or other such interesting industry information	Must have
T007	Talent should be able to apply to or refer another talent to any job's posted on the Lavasource community platform	Must have

T008	The talent and the Lavasource Admin users must have the ability to mark a profile as 'Not Searchable' in job searches or profile searches	Must have
T009	Talent should be able to search for roles or jobs using various keywords or skills description	Must have
T010	The search will suggest roles which they might not search for but for which they are qualified	Should have
T011	Talent will need to add all skills to get the best match which will be validated	Should have
T012	The talent can create an availability calendar and schedule to get the best match for their needs, including how many hours they can work and when	Must have

Customer requirements:

Req.	Description	Priority
C001	The customer should be able to create account on the platform using the workplace email id	Must have
C002	The customer should be able to setup their account in 'self-managed' mode (small customers) using a 'automated billing' through strip integration	Must have
C003	The customer should be able to setup 'corporate' account that will require a manual workflow	Should have
C004	The customer should be able to post jobs, information updates, announcements and industry updates	Must have
C005	Once a customer is onboarded, they should be able to view all the jobs posted by them and the candidates that have applied or 'meet suitability' criteria from the platform	Must have
C006	Customer should have the ability to describe if the job posting is for full time, temporary of fractional basis	Must have
C007	Job definition - The customer must be able to specify: a. Onsite / remote / hybrid. b. Right to work. c. Geofenced data. d. Skills. e. Permanent / non-permanent.	Must have
C008	Customer should be able to interact with suitable candidates for interview / on-boarding	Must have
C009	Customer should be able to 'rank' candidate and provide feedback	Must have
C010	Customer should be Allow use of video controls to do video messaging (external service)	Should have
C011	Customer should be able to report on all data that is pertinent to customer's account	Should have
C012	All customer data, access must follow enterprise grade security, GDPR compliance and UK/EU data protection rules	Must have

C013	The platform should allow on-boarding / off-boarding integration points to help the customer automate the platform with their enterprise HRM solution like Workday, Oracle, SAP, Ceridian	Should have

Lavasource HR employee requirements: (**Must have**)
1. Create / Read / Update / Delete taxonomy.
2. Create / Read / Update / Delete skills.
3. Taxonomy and skills keep last edit data to help with review process.
4. Reporting on time to hire
5. Ability to search company, resources, skills or a combination of fields.
6. Ability to administer other users.

Deliverable Timescale
Dec 2022 start, early April 2023 go-live / launch

Indicative Budget
£100k-£150k (MVP)

Evaluation Criteria
Quotations will be assessed and scored on the following criteria:

Quality/ Technical Merit (50%)
Supplier must demonstrate they have the technical and professional capability to deliver the requirement.

Delivery Timescale (20%)
Supplier must demonstrate they can deliver the requirement to timescales above.

Cost/Value for money (30%)
Does supplier offer value for money. This will not necessarily be the cheapest quote.

Scoring Methodology

4 Excellent	Proposal meets and in some places, exceeds the required standard
3 Good	Proposal meets required standard
2 Acceptable	Proposal meets the required standard in most respects, but is lacking or inconsistent in others
1 Poor	Proposal falls short of expected standard
0 Unacceptable	Completely or significantly fails to meet required standard or does not provide the relevant answer

Proposal Format
Proposals should clearly demonstrate how they meet the requirement set out above.

Deadline and Submission
Proposals are required by 5pm on 1st December 2022 electronically to Mark Brooks-Lewis at Mark.bl@lavasourcehr.com.

Date Published
21 November 2022

Conditions of Tender
- Please be aware that due to the relatively low indicative budget for this work (i.e. less than the current OJEU limits) there is no regulatory obligation for us to provide feedback if you are unsuccessful.
- We reserve the right to discontinue this tender process at any time and not award a contract.
- You will not be entitled to claim from us any costs or expenses which you may incur in preparing and/or submitting your Tender at any stage of this exercise. This applies whether or not your organisation is successful.

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