

## 5.5 TENDER FOR E-LEARNING LIBRARY (CF2021132: RB)

Responsible Senior Officer: Jarrod Doake, Chief Operating Officer

### **RECOMMENDATION\***

*That Council:*

- 1. Awards the tender from Go1 Pty Ltd for the provision of the eLearning Library, Contract No. 2021132 for a schedule of rates based contract with an estimated annual contract value of \$85,800 and an estimated total contract value of \$772,200 inclusive of all available extension options.;*
- 2. Authorises the Chief Executive Officer to execute the contract agreement subject to acceptable negotiation of proposed contractual terms and conditions.*
- 3. Notes that the contract will commence on 1 November 2021, with an initial term of three years and that the contract has two extension options of three years each and authorises the Chief Executive Officer to approve these extension options subject to future strategic requirements and satisfactory performance.*

*(\*Please note that all dollar figures are GST Inclusive unless stated otherwise).*

### **INTRODUCTION**

Council has tendered for 2021132 eLearning Library.

### **BACKGROUND**

The City of Monash has been using SAP Litmos (originally named Learning Seat) for the provision of both online compliance modules and soft skills learning modules since 3 October 2017 and the current contract expires 9 November 2021.

Council is seeking an e-learning library with both Australian underwritten compliance modules and a range of soft skills learning modules to support up to 1300 permanent, temporary and/or casual staff.

Council also has a mandatory requirement that the system and related data be hosted/stored within Australia only.

The proposed contract is for an initial term of three (3) years, with Council having exclusive options to extend for two (2) further periods of three (3) years each.

**NOTIFICATION**

A public notice was placed in The Age newspaper on 10 July 2021 and the tender closed on 30 July 2021.

**TENDERS RECEIVED**

Two tender submissions were received by the appointed closing time. The tenders received are listed below:

- *Go1 Pty Ltd*
- *SAP Litmos*

**Tender Conformance:**

All submissions were assessed for their compliance with the tender conditions including the contractual terms and conditions and the requirements of the response schedules.

One submission was deemed non-conforming and this submission was not evaluated further.

**TENDER EVALUATION**

All members of the evaluation panel signed Conflict of Interest and Confidentiality forms and no conflicts were raised.

The remaining conforming tenderers were assessed in accordance with the evaluation criteria published in the tender documentation:

ASSESSMENT CRITERIA	
Conforming Tender	Pass/Fail
Insurance and Indemnity	Pass/Fail
OHS	Pass/Fail
Quality Systems	Pass/Fail
Populated e-learning Specification Spreadsheet	Pass/Fail

Table 2	Key Selection Criteria	Criteria Weightings
Qualitative Criteria	Capacity and Capability	28%
	Project Timelines	2%

	Sustainability (Mandatory)	10%**
Quantitative Criteria	Price (Mandatory)	60%*

### ***DISCUSSION***

The following information supports the evaluation panel's recommendations.

The incumbent SAP Litmos was found to be non-conforming due to not complying with the specifications - Cyber data security requirements.

However, Go1 Pty Ltd met all the required specifications and provided a detailed response in their tender. Go1 Pty Ltd provides multiple compliance modules for each topic to meet different learning needs and has a library of 80,000 modules available from various content writers who are specialised in their field. Further to this, Go1 Pty Ltd provides support for e-learning module curation, allowing Monash administrators to lean on them for guidance and assistance in determining which modules are best suited to our needs.

A reference check was conducted for Go1 Pty Ltd, and their reference provided positive feedback.

The final evaluation ranking (including the price and non-price evaluation criteria) had Go1 Pty Ltd ranked highest, and as such, the evaluation panel recommends Go1Pty Ltd as representing the best value outcome for Council.

As such, the evaluation panel recommends these suppliers as representing the best value outcome for Council.

### ***FINANCIAL IMPLICATIONS***

The annual fixed cost for licensing and support is \$85,800 (GST Inclusive). Over the life of the contract, the estimated value will result in \$772,200 (GST Inclusive). This operating cost is covered by the established Business Technology operating budget for 2021/22 and future operating budgets will also cover this cost as required.

### ***SUSTAINABILITY OUTCOMES***

Environmental, Local and Social Sustainability opportunities with a software supplier for this category was considered to be low. As such, the sustainability weighting was reduced to 10% for this particular event and the price was weighted 60% as required to comply with Council's Procurement Policy. However, tenderers were still asked to provide information about their environmental credentials as well as their local and social sustainability inputs. These factors still formed part of the weighted evaluation process.

***CONCLUSION***

That Council approves the recommendations contained within this report.