

This is a published notice on the Find a Tender service: <https://www.find-tender.service.gov.uk/Notice/000997-2021>

Tender

## **ID 3206377 - DfE – Tourism NI - Professional Accountancy Services**

The Northern Ireland Tourist Board NITB

F02: Contract notice

Notice identifier: 2021/S 000-000997

Procurement identifier (OCID): ocds-h6vhtk-028b3b

Published 18 January 2021, 5:08pm

### **Section I: Contracting authority**

#### **I.1) Name and addresses**

The Northern Ireland Tourist Board NITB

Linum Chambers, Bedford Square, Bedford Street

BELFAST

BT2 7ES

#### **Email**

[SSDAdmin.CPD@finance-ni.gov.uk](mailto:SSDAdmin.CPD@finance-ni.gov.uk)

#### **Country**

United Kingdom

#### **NUTS code**

UK - UNITED KINGDOM

## **Internet address(es)**

Main address

<https://etendersni.gov.uk/epps>

Buyer's address

<https://etendersni.gov.uk/epps>

## **I.3) Communication**

The procurement documents are available for unrestricted and full direct access, free of charge, at

<https://etendersni.gov.uk/epps>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<https://etendersni.gov.uk/epps>

Tenders or requests to participate must be submitted to the above-mentioned address

## **I.4) Type of the contracting authority**

Body governed by public law

## **I.5) Main activity**

General public services

---

## **Section II: Object**

### **II.1) Scope of the procurement**

#### **II.1.1) Title**

ID 3206377 - DfE – Tourism NI - Professional Accountancy Services

Reference number

ID 3206377

#### **II.1.2) Main CPV code**

- 79000000 - Business services: law, marketing, consulting, recruitment, printing and security

#### **II.1.3) Type of contract**

Services

#### **II.1.4) Short description**

Tourism NI wish to appoint a Contractor for the provision of accounting services to support the existing Finance Department, who are currently based at headquarters in Linum Chambers, Bedford Street, Belfast.

#### **II.1.5) Estimated total value**

Value excluding VAT: £335,440

#### **II.1.6) Information about lots**

This contract is divided into lots: No

### **II.2) Description**

#### **II.2.2) Additional CPV code(s)**

- 79200000 - Accounting, auditing and fiscal services
- 79210000 - Accounting and auditing services

- 79211000 - Accounting services
- 79211100 - Bookkeeping services
- 79212000 - Auditing services
- 79211200 - Compilation of financial statements services
- 79211120 - Sales and purchases recording services
- 79220000 - Fiscal services
- 79221000 - Tax consultancy services
- 79222000 - Tax-return preparation services

### **II.2.3) Place of performance**

NUTS codes

- UKN - NORTHERN IRELAND

### **II.2.4) Description of the procurement**

Tourism NI wish to appoint a Contractor for the provision of accounting services to support the existing Finance Department, who are currently based at headquarters in Linum Chambers, Bedford Street, Belfast.

### **II.2.5) Award criteria**

Price is not the only award criterion and all criteria are stated only in the procurement documents

### **II.2.6) Estimated value**

Value excluding VAT: £335,440

### **II.2.7) Duration of the contract, framework agreement or dynamic purchasing system**

Duration in months

This contract is subject to renewal

Yes

Description of renewals

The contract is expected to commence on 14 April 2021 for a period of 3 years with the option to extend for a further 2 further periods of 12 months.

#### **II.2.10) Information about variants**

Variants will be accepted: No

#### **II.2.11) Information about options**

Options: Yes

Description of options

The contract is expected to commence on 14 April 2021 for a period of 3 years with the option to extend for a further 2 further periods of 12 months.

#### **II.2.13) Information about European Union Funds**

The procurement is related to a project and/or programme financed by European Union funds: Yes

Identification of the project

No EU funds related to this project

#### **II.2.14) Additional information**

The value in II.2.6 is an estimated maximum value for the whole contract period including extensions. No Guarantee of work is given and tenderers should must make their own commercial decisions when providing rates

---

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

### **III.1) Conditions for participation**

#### **III.1.2) Economic and financial standing**

Selection criteria as stated in the procurement documents

#### **III.1.3) Technical and professional ability**

Selection criteria as stated in the procurement documents

---

## **Section IV. Procedure**

### **IV.1) Description**

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

Open procedure

#### **IV.1.8) Information about the Government Procurement Agreement (GPA)**

The procurement is covered by the Government Procurement Agreement: Yes

### **IV.2) Administrative information**

#### **IV.2.2) Time limit for receipt of tenders or requests to participate**

Date

21 February 2021

Local time

3:00pm

#### **IV.2.4) Languages in which tenders or requests to participate may be submitted**

English

#### **IV.2.6) Minimum time frame during which the tenderer must maintain the tender**

Tender must be valid until: 22 May 2021

#### **IV.2.7) Conditions for opening of tenders**

Date

21 February 2021

Local time

3:30pm

Information about authorised persons and opening procedure

Only CPD Procurement Staff with access to the project on eTendersNI.

---

### **Section VI. Complementary information**

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

This is a recurrent procurement: Yes

Estimated timing for further notices to be published: At the conclusion of this contract if required

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

The successful Contractor's performance on this Contract will be managed as per the specification and regularly monitored (see Procurement Guidance Note 01/12 - Contract Management - Procedures and Principles). Contractors not delivering on contract requirements is a serious matter. It means the public purse is not getting what it is paying for. If a contractor fails to reach satisfactory levels of contract performance they will be given a specified time to improve. If, after the specified time, they still fail to reach satisfactory levels of contract performance, the matter will be escalated to senior management in CPD for further action. . . If this occurs and their performance still does not improve to satisfactory levels within the specified period, it may be regarded as an act of grave professional misconduct and they may be issued with a Notice of Unsatisfactory Performance and this Contract may be terminated. A central register of such Notices for supplies and services contracts will be maintained and published on the CPD website.. . Any contractor in receipt

of a Notice of Unsatisfactory Performance will be required to declare this in future tender submissions for a period of three years from the date of issue of the Notice. It may also result in the contractor being excluded from all procurement competitions being undertaken by Centres of Procurement Expertise on behalf of bodies covered by the Northern Ireland Procurement Policy... The Authority expressly reserves the rights:.. (I). not to award any contract as a result of the procurement process commenced by publication of this notice;. (II). to make whatever changes it may see fit to the content and structure of the tendering Competition;. (III). to award (a) contract(s) in respect of any part(s) of the [services] covered by this notice; and. (IV). to award contract(s) in stages... and in no circumstances will the Authority be liable for any costs incurred by candidates.

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

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

The UK does not have a special review body with responsibility for appeal/mediation procedures in public procurement competitions. Any challenges are dealt with by the High Court, Commercial Division, to which proceedings may be issued regarding alleged breaches of the PCR 2015as amended

Belfast

Country

United Kingdom

### **VI.4.3) Review procedure**

Precise information on deadline(s) for review procedures

CPD will comply with the Public Contracts Regulations 2015(as amended) and, where appropriate, will incorporate a standstill period (i.e. a minimum of 10 calendar days) at the point information on the award of contract is communicated to tenderers. That notification will provide full information on the award decision. This provides time for the unsuccessful tenderers to challenge the award decision before the contract is entered into.