

This is a published notice on the Find a Tender service: <https://www.find-tender.service.gov.uk/Notice/002900-2024>

Tender

FN/R002 - External Audit and Corporation Tax

Hillcrest

F02: Contract notice

Notice identifier: 2024/S 000-002900

Procurement identifier (OCID): ocids-h6vhtk-04355a

Published 29 January 2024, 12:31pm

The closing date and time has been changed to:

28 March 2024, 12:00pm

See the [change notice](#).

Section I: Contracting authority

I.1) Name and addresses

Hillcrest

1 Explorer Road

Dundee

DD2 1EG

Contact

Angela Murphy

Email

tenders@hillcrest.org.uk

Telephone

+44 382564700

Country

United Kingdom

NUTS code

UKM - Scotland

Internet address(es)

Main address

<http://www.hillcrest.org.uk>

Buyer's address

https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA12242

I.2) Information about joint procurement

The contract is awarded by a central purchasing body

I.3) Communication

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

<https://www.publiccontractsscotland.gov.uk>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<https://www.publiccontractsscotland.gov.uk>

Electronic communication requires the use of tools and devices that are not generally available. Unrestricted and full direct access to these tools and devices is possible, free of charge, at

<https://www.publiccontractsscotland.gov.uk>

I.4) Type of the contracting authority

Body governed by public law

I.5) Main activity

Housing and community amenities

Section II: Object

II.1) Scope of the procurement

II.1.1) Title

FN/R002 - External Audit and Corporation Tax

Reference number

FN/R002

II.1.2) Main CPV code

- 79210000 - Accounting and auditing services

II.1.3) Type of contract

Services

II.1.4) Short description

Hillcrest wishes to enter into a contract with a single supplier for Audit and Corporation Tax Services

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.2) Additional CPV code(s)

- 79212100 - Financial auditing services
- 79212000 - Auditing services
- 79221000 - Tax consultancy services

II.2.3) Place of performance

NUTS codes

- UKM - Scotland

II.2.4) Description of the procurement

Hillcrest wishes to enter into a contract with a single supplier for Audit and Corporation Tax Services - full details within tender documents

II.2.5) Award criteria

Quality criterion - Name: Quality / Weighting: 75

Price - Weighting: 25

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

Duration in months

36

This contract is subject to renewal

No

II.2.10) Information about variants

Variants will be accepted: No

II.2.11) Information about options

Options: No

II.2.13) Information about European Union Funds

The procurement is related to a project and/or programme financed by European Union funds: No

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

Originally published as:

Date

29 February 2024

Local time

12:00pm

Changed to:

Date

28 March 2024

Local time

12:00pm

See the [change notice](#).

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

Duration in months: 3 (from the date stated for receipt of tender)

IV.2.7) Conditions for opening of tenders

Date

1 March 2024

Local time

12:00pm

Place

Hillcrest HQ, 1 Explorer Road, Dundee, DD2 1EG

Information about authorised persons and opening procedure

As per Hillcrests internal procedures

Section VI. Complementary information

VI.1) Information about recurrence

This is a recurrent procurement: No

VI.2) Information about electronic workflows

Electronic ordering will be used

Electronic invoicing will be accepted

Electronic payment will be used

VI.3) Additional information

NOTE: To register your interest in this notice and obtain any additional information please visit the Public Contracts Scotland Web Site at

https://www.publiccontractsscotland.gov.uk/Search/Search_Switch.aspx?ID=756468.

The buyer has indicated that it will accept electronic responses to this notice via the Postbox facility. A user guide is available at

https://www.publiccontractsscotland.gov.uk/sitehelp/help_guides.aspx.

Suppliers are advised to allow adequate time for uploading documents and to dispatch the electronic response well in advance of the closing time to avoid any last minute problems.

Community benefits are included in this requirement. For more information see:

<https://www.gov.scot/policies/public-sector-procurement/community-benefits-in-procurement/>

A summary of the expected community benefits has been provided as follows:

As part of Community Benefits we are looking for successful bidders to make a monetary donation to the Hillcrest Foundation. The Hillcrest Foundation helps set up services and projects that benefit people and communities across Scotland.

For this contract we are asking the successful bidder(s) to make a donation per annum of the value of the contracted spend based on actual goods/services supplied. The actual value will be calculated at the end of each year.

(SC Ref:756468)

Download the ESPD document here:

https://www.publiccontractsscotland.gov.uk/ESPD/ESPD_Download.aspx?id=756468

VI.4) Procedures for review

VI.4.1) Review body

Dundee Sheriff Court

West Bell Street

Dundee

Country

United Kingdom