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Tender

Internal and External Audit Services

UNIVERSITY OF DERBY

F02: Contract notice

Notice identifier: 2021/S 000-005973

Procurement identifier (OCID): ocds-h6vhtk-029ec6

Published 24 March 2021, 2:33pm

The closing date and time has been changed to:

26 April 2021, 12:00pm

See the [change notice](#).

Section I: Contracting authority

I.1) Name and addresses

UNIVERSITY OF DERBY

Kedleston Road

DERBY

DE221GB

Contact

Denise China

Email

procurement@derby.ac.uk

Telephone

+44 1332592004

Country

United Kingdom

NUTS code

UKF - East Midlands (England)

Internet address(es)

Main address

www.derby.ac.uk

I.3) Communication

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

<https://www.derby.ac.uk/services/finance/procurement-suppliers-and-tendering/>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<https://ehih.fa.em2.oraclecloud.com>

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

Education

Section II: Object

II.1) Scope of the procurement

II.1.1) Title

Internal and External Audit Services

Reference number

PROC DMC ITT/295

II.1.2) Main CPV code

- 79212000 - Auditing services

II.1.3) Type of contract

Services

II.1.4) Short description

This document invites suitably qualified and experienced providers to tender to the University of Derby (The University) for the provision of Audit services, under 2 Lots. Lot 1 - Internal Audit and Lot 2 - External Audit. Both these lots will include ad hoc audit services.

A provider can tender for both Lots but cannot be awarded more than one Lot. If a supplier is the highest scoring on both Lots the highest quality score will be taken into consideration and the Lots awarded on that basis. The second highest scoring supplier will then be awarded the remaining Lot.

The appointment will be for an initial period of 3 years from August 2021 with an option to extend by 1 year at the University's discretion.

The University recognises that markets and businesses are changing at an ever-increasing pace. The requirements detailed in this document are, therefore, the minimum acceptable to the University and shall be capable of development where appropriate and relevant.

II.1.5) Estimated total value

Value excluding VAT: £1,900,000

II.1.6) Information about lots

This contract is divided into lots: Yes

Tenders may be submitted for all lots

Maximum number of lots that may be awarded to one tenderer: 1

II.2) Description

II.2.1) Title

Internal Audit

Lot No

1

II.2.2) Additional CPV code(s)

- 79212200 - Internal audit services

II.2.3) Place of performance

NUTS codes

- UKF - East Midlands (England)

Main site or place of performance

Derby

II.2.4) Description of the procurement

The Service Provider must be aware of and apply appropriate Internal Audit Standards recognising those set out in Government Internal Audit Standards and relevant regulatory/funder requirements such as the Public Sector Internal Audit Standards (published by CIPFA) and the Higher Education Funding Council for England Guidance.

The Service Provider will be required to adhere to the Chartered Institute of Internal Auditors Standards and Ethics.

The Service Provider will be required to liaise with the external auditor to ensure that work complements that of the statutory audit.

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: £1,046,000

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.2.9) Information about the limits on the number of candidates to be invited

Envisaged minimum number: 3

Maximum number: 5

Objective criteria for choosing the limited number of candidates:

See Standard Supplier Questionnaire Scoring Approach

II.2.10) Information about variants

Variants will be accepted: No

II.2.11) Information about options

Options: Yes

Description of options

1 year extension on satisfactory performance

II.2) Description

II.2.1) Title

External Audit

Lot No

2

II.2.2) Additional CPV code(s)

- 79212000 - Auditing services

II.2.3) Place of performance

NUTS codes

- UKF - East Midlands (England)

Main site or place of performance

Derby

II.2.4) Description of the procurement

- The Service Provider must be aware of and apply appropriate External Audit Standards including those set out by:-

- o International Standards on Auditing (ISA);
- o The Financial Reporting Council (FRC);
- o Company Law and relevant Statements of Recommended Practice (SORP)
- o Professional Indemnity Insurance Regulations

Proposal Requirements and responsibilities

- The Service Provider will have a responsibility to report to the governing body of the University of members of the company whether, in their opinion:

- o the financial statement give a true and fair view of the state of the affairs of the University or company affairs;

- o the financial statements have been prepared in accordance with the Companies Act 2006 and equivalent legislation for overseas subsidiaries where applicable;

- o the financial statements have been properly prepared in accordance with the relevant financial reporting framework;
- o the information given in the director's report and the strategic report is consistent with the financial statements where applicable;
- o Funds from whatever source administered by the university for specific purposes have been properly applied to those purposes, and, if relevant, managed in accordance with relevant legislations;
- o Funds provided by OfS have been applied in accordance with the memorandum of assurance and accountability and any other terms and conditions attached to them;
- o The requirements of OfS accounts direction have been met.

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: £818,000

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.2.9) Information about the limits on the number of candidates to be invited

Envisaged minimum number: 3

Maximum number: 5

Objective criteria for choosing the limited number of candidates:

As stated in the Supplier Selection Questionnaire Scoring Approach document

II.2.10) Information about variants

Variants will be accepted: No

II.2.11) Information about options

Options: Yes

Description of options

1 year extension on satisfactory performance

Section III. Legal, economic, financial and technical information

III.1) Conditions for participation

III.1.1) Suitability to pursue the professional activity, including requirements relating to enrolment on professional or trade registers

List and brief description of conditions

As per description per Lot

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

III.2) Conditions related to the contract

III.2.1) Information about a particular profession

Execution of the service is reserved to a particular profession

Reference to the relevant law, regulation or administrative provision

As per the Lot descriptions

Section IV. Procedure

IV.1) Description

IV.1.1) Type of procedure

Restricted procedure

IV.1.3) Information about a framework agreement or a dynamic purchasing system

The procurement involves the establishment of a framework agreement

Framework agreement with several operators

Envisaged maximum number of participants to the framework agreement: 2

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

19 April 2021

Local time

12:00pm

Changed to:

Date

26 April 2021

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: 2 (from the date stated for receipt of tender)

Section VI. Complementary information

VI.1) Information about recurrence

This is a recurrent procurement: Yes

Estimated timing for further notices to be published: 42 months from award so March 2025

VI.2) Information about electronic workflows

Electronic ordering will be used

Electronic invoicing will be accepted

Electronic payment will be used

VI.4) Procedures for review

VI.4.1) Review body

Susan Ambler

Derby

Country

United Kingdom