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Tender

Provision of External Audit Services to University of South Wales Group & Wrexham University Group

University of South Wales
Wrexham University

F02: Contract notice

Notice identifier: 2024/S 000-008093

Procurement identifier (OCID): ocds-h6vhtk-04484d

Published 13 March 2024, 5:00pm

Section I: Contracting authority

I.1) Name and addresses

University of South Wales

Procurement Manager, University of South Wales, Finance Dept, Llantwit Road

Pontypridd

CF37 1DL

Contact

Tina Struebig

Email

tina.struebig@southwales.ac.uk

Telephone

+44 1443482383

Country

United Kingdom

NUTS code

UKL - Wales

Internet address(es)

Main address

<https://www.southwales.ac.uk>

Buyer's address

https://www.sell2wales.gov.wales/search/Search_AuthProfile.aspx?ID=AA0315

I.1) Name and addresses

Wrexham University

Plas Coch, Mold Road

Wrexham

LL11 2AW

Email

arwel.staples@wrexham.ac.uk

Telephone

+44 1978293188

Fax

+44 1978293188

Country

United Kingdom

NUTS code

UKL23 - Flintshire and Wrexham

Internet address(es)

Main address

<https://www.wrexham.ac.uk>

Buyer's address

https://www.sell2wales.gov.wales/search/Search_AuthProfile.aspx?ID=AA0288

I.2) Information about joint procurement

The contract involves joint procurement

I.3) Communication

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

<https://www.sell2wales.gov.wales/>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<https://www.sell2wales.gov.wales/>

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

Provision of External Audit Services to University of South Wales Group & Wrexham University Group

Reference number

1844

II.1.2) Main CPV code

- 79210000 - Accounting and auditing services

II.1.3) Type of contract

Services

II.1.4) Short description

The University of South Wales has a requirement to tender for the provision of External Audit Services to the University of South Wales Group and Wrexham University Group, the parties to this tender.

The University of South Wales Group and Wrexham University Group, parties to this tender, are seeking to appoint external auditors for up to a maximum of five years (three years in the first instance with the option of up to 2 x 1 year extensions on a +1, +1 basis) with effect from 1 August 2024. The appointment would be subject to the continued satisfactory performance by the successful service provider as well as meeting the target of agreed KPI's.

II.1.6) Information about lots

This contract is divided into lots: Yes

Tenders may be submitted for maximum number of lots
2

The contracting authority reserves the right to award contracts combining the following lots or groups of lots:

Lot 1 & Lot 2

II.2) Description

II.2.1) Title

External Audit Services to University of South Wales Group & Wrexham University

Lot No

1

II.2.2) Additional CPV code(s)

- 79210000 - Accounting and auditing services
- 79212000 - Auditing services
- 79212300 - Statutory audit services

II.2.3) Place of performance

NUTS codes

- UKL15 - Central Valleys

Main site or place of performance

Pontypridd, Cardiff, Merthyr - University of South Wales Group Wrexham - Wrexham University

II.2.4) Description of the procurement

The University of South Wales Group and Wrexham University, parties to this tender, are seeking to appoint external auditors for up to a maximum of five years (three years in the first instance with the option of up to 2 x 1 year extensions on a +1, +1 basis) with effect from 1 August 2024. The appointment would be subject to the continued satisfactory performance by the successful service provider as well as meeting the target of agreed KPI's.

REQUIREMENT OVERVIEW

The Parties to the tender requires the successful provider to deliver an external audit service to include the requirements detailed in the table below.

The tender has been split into two lots for which we will accept bids for individual lots or both lots.

- Lot 1 comprises the University of South Wales and its two colleges, RWCMD and Merthyr College, and Wrexham University. See table in PQQ attached to this notice for full scope.

The primary role of the external auditors will be to report on the financial statements of the parties to this tender and all its subsidiary companies and to carry out whatever examination of the statements, underlying records and control systems is necessary to reach their opinion on the financial statements.

The auditor's report should state whether funds received from HEFCW (to be known as CTER from August 2024) and other bodies have been applied for the purposes intended and in accordance with HEFCW's accounts direction, HEFCW's audit code of practice and the Financial Management Code issued under the Higher Education (Wales) Act 2015 and the latest SORP – please find link

[https://www.frc.org.uk/accountants/accounting-and-reporting-policy/uk-accounting-standards/statements-of-recommended-practice-\(sorps\)](https://www.frc.org.uk/accountants/accounting-and-reporting-policy/uk-accounting-standards/statements-of-recommended-practice-(sorps))

In addition to the opinion on the financial statements, the appointed auditors will be required to express an opinion on the University's Corporate Governance statement. Both Universities are keen to adopt best practice in respect of Corporate Governance and would be interested in any relevant experience, which will assist it in this respect.

The audit of the financial statements is generally undertaken in two stages, an interim audit in June and final fieldwork completed from September onwards.

All financial statements are to be finalised and signed by the relevant committees and board meeting dates in November to allow circulation to HEFCW at the 30 November.

Representatives from the external auditors will be expected to attend the Audit Committee meetings as and when required. Audit Committee meetings take place four times per year. These are during September, November, March and June. Dates will be confirmed.

II.2.5) Award criteria

Quality criterion - Name: Quality of the audit process / Weighting: 20

Quality criterion - Name: Risk Management / Weighting: 10

Quality criterion - Name: Relationship Management / Weighting: 10

Quality criterion - Name: Service Delivery / Weighting: 10

Quality criterion - Name: Audit Methodology & Software / Weighting: 5

Quality criterion - Name: Terms & Conditions / Weighting: 5

Quality criterion - Name: Social Value / Weighting: 5

Quality criterion - Name: Interview / Weighting: 10

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

Yes

Description of renewals

This contract will commence 1st August 2024, subject to the Parties respective Board approval, and will run for an initial 3 year term with an option of up to 2 x 1 year extensions on a +1, +1 basis, subject to agreement by the parties

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

Envisaged minimum number: 3

Maximum number: 6

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

II.2) Description

II.2.1) Title

External Audit Services to the subsidiary companies of both institutions plus Grant audits

Lot No

2

II.2.2) Additional CPV code(s)

- 79212000 - Auditing services
- 79212100 - Financial auditing services
- 79212300 - Statutory audit services

II.2.3) Place of performance

NUTS codes

- UKL15 - Central Valleys

Main site or place of performance

Pontypridd, Cardiff, Merthyr - University of South Wales Group;

Wrexham - University of Wrexham

II.2.4) Description of the procurement

The University of South Wales Group and Wrexham University, parties to this tender, are seeking to appoint external auditors for up to a maximum of five years (three years in the first instance with the option of up to 2 x 1 year extensions on a +1, +1 basis) with effect from 1 August 2024. The appointment would be subject to the continued satisfactory performance by the successful service provider as well as meeting the target of agreed KPI's.

The Parties to the tender requires the successful provider to deliver an external audit service to include the requirements detailed in the table below.

The tender has been split into two lots for which we will accept bids for individual lots or both lots.

- Lot 2 comprises the subsidiary companies of both Institutions plus Grant audits. See PQQ document attached to this notice for full scope of requirements.

II.2.5) Award criteria

Quality criterion - Name: Quality of the audit process / Weighting: 20

Quality criterion - Name: Risk Management / Weighting: 10

Quality criterion - Name: Relationship Management / Weighting: 10

Quality criterion - Name: Service Delivery / Weighting: 10

Quality criterion - Name: Audit Methodology & Software / Weighting: 5

Quality criterion - Name: Terms & Conditions / Weighting: 5

Quality criterion - Name: Social Value / Weighting: 5

Quality criterion - Name: Interview / Weighting: 10

Price - Weighting: 25

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Maximum number: 6

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

List and brief description of conditions

See PQQ for full information

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

See PQQ for full information

III.2.2) Contract performance conditions

Performance monitoring - See PQQ & ITT for full information

III.2.3) Information about staff responsible for the performance of the contract

Obligation to indicate the names and professional qualifications of the staff assigned to performing the contract

Section IV. Procedure

IV.1) Description

IV.1.1) Type of procedure

Competitive procedure with negotiation

IV.1.5) Information about negotiation

The contracting authority reserves the right to award the contract on the basis of the initial tenders without conducting negotiations

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

12 April 2024

Local time

12:00pm

IV.2.3) Estimated date of dispatch of invitations to tender or to participate to selected candidates

22 April 2024

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

English, Welsh

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

Duration in months: 5 (from the date stated for receipt of tender)

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

Supplier Engagement Meeting

As part of engaging with prospective suppliers, USW is looking to hold Supplier Engagement meetings in order to introduce the University of South Wales and Wrexham University to you.

The dates scheduled are w/c 25th March 2024 and shall be by appointment only and held On Microsoft Teams

Please email Procurement@southwales.ac.uk to note your interest in attending, providing the following information:

Company name;

Attendees name and role - Please limit attendees to no more than three;

Lot(s) interested in

You are invited to submit any questions you have, in advance of the meetings, via the Sell2Wales Q & A function of this notice. (Please note the below deadline for questions is for the Supplier Engagement meetings only.

This is to ensure that all interested parties have as much information to inform as early in the process as possible. Further questions are allowed in line with the deadline in the tender document prior to the return of PQQ submissions.

Questions, in advance of the meeting, need to be submitted by:

midday, Wednesday 20th March 2024.

These questions will be answered in the meeting(s) and once the meeting is concluded they will be shared via an additional document to this notice for transparency.

Should any questions not be answered during the meeting we will include the answers to them via the additional document also.

NOTE: please submit your questions for the Supplier Engagement Meetings in one posting (if possible) to the Q & A function.

NOTE: To register your interest in this notice and obtain any additional information please visit the Sell2Wales Web Site at
https://www.sell2wales.gov.wales/Search/Search_Switch.aspx?ID=139607.

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.sell2wales.gov.wales/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.

Under the terms of this contract the successful supplier(s) will be required to deliver Community Benefits in support of the authority's economic and social objectives. Accordingly, contract performance conditions may relate in particular to social and environmental considerations. The Community Benefits included in this contract are:

Please see PQQ for full details

(WA Ref:139607)

VI.4) Procedures for review

VI.4.1) Review body

High Court

Royal Courts of Justice, The Strand

London

WC2A 2LL

Telephone

+44 2079477501

Country

United Kingdom