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Tender

Internal Audit provision

University of South Wales

F02: Contract notice

Notice identifier: 2023/S 000-009141

Procurement identifier (OCID): ocds-h6vhtk-03a646

Published 29 March 2023, 12:59pm

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

procurement@southwales.ac.uk

Telephone

+44 1443482386

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.3) Communication

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

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

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/search/Search_AuthProfile.aspx?ID=AA0315

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.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

Internal Audit provision

Reference number

1789

II.1.2) Main CPV code

- 79212100 - Financial auditing services

II.1.3) Type of contract

Services

II.1.4) Short description

Internal Audit provision to the University of South Wales.

The University of South Wales is a Higher Education Corporation under the 1988 Education Reform Act, which has had University status and degree awarding powers following the Higher & Further Education Act 1992. The University has over 20,000 students and nearly 2,000 staff. There are three academic faculties covering a wide range of subjects currently spread across three main teaching campuses in Pontypridd, Newport and Cardiff. The University has two wholly owned subsidiary colleges in the Royal Welsh College of Music & Drama and The College Merthyr Tydfil. In addition, the University has a research facility in Baglan and a Sports Park in Treforest. The University and both colleges are registered charities.

Further information about the University is available at: <http://www.southwales.ac.uk>

The University of South Wales is seeking to appoint internal auditors for up to a maximum of five years (three years in the first instance with the option of up to two one year extensions) with effect from 1 August 2023. The appointment would be subject to the continued satisfactory performance by the successful service provider.

The University requires the successful service provider to deliver an internal audit service including the development, implementation and review of an internal audit programme throughout the contract term. The internal audit programme will be developed in conjunction with the University's management team and approved by the University's

Audit Committee. The successful service provider may also be required to carry out value for money studies and facilitate the yearly review of effectiveness of the Audit Committee, and provide training to members as required.

The number of audit days varies each year, but c. 125 is an indicative combined figure for the University and subsidiary colleges.

Submissions will be evaluated against key criteria as detailed in the ITT document.

II.1.5) Estimated total value

Value excluding VAT: £250,000

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.2) Additional CPV code(s)

- 79212200 - Internal audit services

II.2.3) Place of performance

NUTS codes

- UKL15 - Central Valleys

Main site or place of performance

Treforest, Pontypridd

II.2.4) Description of the procurement

The University of South Wales is a Higher Education Corporation under the 1988 Education Reform Act, which has had University status and degree awarding powers following the Higher & Further Education Act 1992. The University has over 20,000 students and nearly 2,000 staff. There are three academic faculties covering a wide range of subjects currently spread across three main teaching campuses in Pontypridd, Newport and Cardiff. The University has two wholly owned subsidiary colleges in the Royal Welsh College of Music & Drama and The College Merthyr Tydfil. In addition, the University has a research facility in Baglan and a Sports Park in Treforest. The University and both colleges are registered charities.

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The number of audit days varies each year, but c. 125 is an indicative combined figure for the University and subsidiary colleges.

Submissions will be evaluated against key criteria, as detailed in the ITT.

Shortlisted companies will be asked to present to a University panel on 26th April 2023. Further information on the content of the presentation will be provided in due course.

II.2.5) Award criteria

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

Quality criterion - Name: Demonstrable knowledge of the HE & FE sector & business and risk environment / Weighting: 20

Quality criterion - Name: Relationship Management / Weighting: 10

Quality criterion - Name: Community Benefits / Weighting: 10

Quality criterion - Name: Interview/Presentations / Weighting: 15

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

Price - Weighting: 20

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

2 x 12 month extensions (+1 +1) subject to agreement and satisfactory review.

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.2.14) Additional information

Publication of the ITT notice is 29th March 2023.

Queries in relation to the services required should be asked via the Q & A function to this notice. The closing date for queries is midday, Monday 10th April 2023

Section III. Legal, economic, financial and technical information

III.1) Conditions for participation

III.1.2) Economic and financial standing

List and brief description of selection criteria

See SPD document

III.1.3) Technical and professional ability

List and brief description of selection criteria

See SPD Document

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

HEFCW Financial Management Code

132. Consequently each institution must have an internal audit function which complies with the Public Sector Internal Audit Standards or successor standards. Internal audit terms of reference must make clear that its scope encompasses all the institution's activities, the whole of its risk management, control and governance, and any aspect of VFM delivery.

133. The internal audit function must be adequately resourced; that is, the internal audit function must be able to audit all key risk areas within a reasonable timeframe, with each individual audit being afforded sufficient time to allow adequate work to be undertaken.

<https://www.gov.uk/government/publications/public-sector-internal-audit-standards>

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

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.2.1) Previous publication concerning this procedure

Notice number: [2023/S 000-004808](#)

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

Date

17 April 2023

Local time

12:00pm

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

IV.2.7) Conditions for opening of tenders

Date

17 April 2023

Local time

12:00pm

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 Sell2Wales Web Site at

https://www.sell2wales.gov.wales/Search/Search_Switch.aspx?ID=130349.

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:

See ITT for specifics

(WA Ref:130349)

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