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Tender

Provision of Tax Advice and Tax Related Services

University of Strathclyde

F02: Contract notice

Notice identifier: 2022/S 000-010224

Procurement identifier (OCID): ocds-h6vhtk-02eaef

Published 19 April 2022, 4:13pm

Section I: Contracting authority

I.1) Name and addresses

University of Strathclyde

40 George Street, Procurement Department

Glasgow

G1 1QE

Email

jemma.wylie@strath.ac.uk

Telephone

+44 1415484451

Country

United Kingdom

NUTS code

UKM82 - Glasgow City

Internet address(es)

Main address

<http://www.strath.ac.uk/>

Buyer's address

https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA00113

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.publictendersscotland.publiccontractsscotland.gov.uk/esop/pts-host/public/pts/web/login.html>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<https://www.publictendersscotland.publiccontractsscotland.gov.uk/esop/pts-host/public/pts/web/login.html>

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 Tax Advice and Tax Related Services

Reference number

UOS-19384-2021

II.1.2) Main CPV code

- 79221000 - Tax consultancy services

II.1.3) Type of contract

Services

II.1.4) Short description

The University of Strathclyde requires a supplier/suppliers to provide Tax Advice and Tax related services. The University will require both Advisory and compliance related services from the provider. Additionally, as the University has an international presence overseas, Tax Advisory and Compliance services will be required for both UK and International requirements.

This requirement will be published as a multi-supplier framework opportunity.

II.1.5) Estimated total value

Value excluding VAT: £604,000

II.1.6) Information about lots

This contract is divided into lots: Yes

Tenders may be submitted for maximum number of lots
3

II.2) Description

II.2.1) Title

Direct Taxes

Lot No

1

II.2.2) Additional CPV code(s)

- 79221000 - Tax consultancy services

II.2.3) Place of performance

NUTS codes

- UKM82 - Glasgow City

II.2.4) Description of the procurement

It is anticipated that this Lot will include, but not be limited to:

- Preparation of the annual corporation tax return, based on inputs from the Tax Manager.
- Review and submission to HMRC (including filing requirements of annual accounts e.g. iXBRL tagging).
- Provision of Corporation tax advisory services
- General payroll and employment related tax advisory services

II.2.5) Award criteria

Quality criterion - Name: Quality / Weighting: 60

Cost criterion - Name: Cost / Weighting: 40

II.2.6) Estimated value

Value excluding VAT: £220,000

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

Duration in months

24

This contract is subject to renewal

Yes

Description of renewals

There will be an option for 2 x 12 month extensions. The Contracting Authority may at its sole discretion exercise this option.

II.2.10) Information about variants

Variants will be accepted: Yes

II.2.11) Information about options

Options: Yes

Description of options

The University at its sole description reserves the right to request additional services by the successful tenderer either intended as partial replacement of the existing services or as an extension of the existing services. The Contracting Authority may at its sole discretion exercise this option.

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

The Total Estimated Value of this Lot is the Maximum Estimated value over the period of the contract, including extension periods. The Contracting Authority offers no guarantee or any commitment to values stated within the subsequent Tender documents and Contract Notice.

II.2) Description

II.2.1) Title

Indirect Taxes

Lot No

II.2.2) Additional CPV code(s)

- 79221000 - Tax consultancy services

II.2.3) Place of performance

NUTS codes

- UKM82 - Glasgow City

II.2.4) Description of the procurement

It is anticipated that this Lot will include, but not be limited to:

- VAT Compliance, including the review of the annual partial exemption calculation
- VAT advisory services
- Customs duty advisory support services

II.2.5) Award criteria

Quality criterion - Name: Quality / Weighting: 60

Cost criterion - Name: Cost / Weighting: 40

II.2.6) Estimated value

Value excluding VAT: £184,000

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

Duration in months

24

This contract is subject to renewal

Yes

Description of renewals

There is an option for an extension of 2 x 12 month periods. The Contracting Authority may at its sole discretion exercise this option

II.2.10) Information about variants

Variants will be accepted: No

II.2.11) Information about options

Options: Yes

Description of options

The Contracting Authority reserves the right to request additional services by the successful tenderer either intended as partial replacement of the existing services or as the extension of existing services. The Contracting authority may at its sole discretion exercise this option.

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

The Total Estimated Value of this Lot is the Maximum Estimated value over the period of the contract, including extension periods. The Contracting Authority offers no guarantee or any commitment to values stated within the subsequent Tender documents and Contract Notice.

II.2) Description

II.2.1) Title

Advisory and Global Mobility Services

Lot No

3

II.2.2) Additional CPV code(s)

- 79221000 - Tax consultancy services
- 98910000 - Services specific to international organisations and bodies

II.2.3) Place of performance

NUTS codes

- UKM82 - Glasgow City

II.2.4) Description of the procurement

It is anticipated that this Lot will include, but not be limited to:

- General advice on overseas taxes including but not limited to and depending on the overseas jurisdiction: corporate, personal, VAT, WHT, digital etc.
- advice in respect to overseas employer and employee tax, social security and associated reporting, payment and/or filing obligations
- assistance in implementing payroll and reporting requirements in overseas jurisdictions

Full details of the requirement can be found in Appendix E-Specification in the Tender documentation. This document additionally includes a list of overseas jurisdictions the University has required advice in recent years, provided in Annex A.

II.2.5) Award criteria

Quality criterion - Name: Quality / Weighting: 60

Cost criterion - Name: Cost / Weighting: 40

II.2.6) Estimated value

Value excluding VAT: £200,000

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

Duration in months

24

This contract is subject to renewal

Yes

Description of renewals

There is an option for an extension of 2 x 12-month periods. The Contracting Authority may at its sole discretion exercise this option

II.2.10) Information about variants

Variants will be accepted: No

II.2.11) Information about options

Options: Yes

Description of options

The Contracting Authority reserves the right to request additional deliveries by the successful tenderer either intended as partial replacement of the existing services or or as the extension of existing services. The Contracting authority may at its sole discretion exercise this option

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

The Total Estimated Value of this Lot is the Maximum Estimated value over the period of the contract, including extension periods. The Contracting Authority offers no guarantee or any commitment to values stated within the subsequent Tender documents and Contract Notice.

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

4B.5.1-4B.5.3

Minimum level(s) of standards possibly required

4B.5.1-4B.5.3 It is a requirement of this contract that bidders hold, or can commit to obtain prior to the commencement of any

subsequently awarded contract, the types and levels of insurance indicated below:

Employer's (Compulsory) Liability Insurance= 5,0000,000.00 GBP

Public Liability Insurance= 5,000,000.00GBP

Professional Risk Indemnity Insurance= 2,000,000.00 GBP

III.1.3) Technical and professional ability

List and brief description of selection criteria

4C.1.2

Minimum level(s) of standards possibly required

Bidders will be required to provide examples that demonstrate that they have the relevant experience to deliver the services/supplies as described in part II.2.4 of the Find a Tender Service Contract Notice or the relevant section of the Site Notice.

The bidder should use the template provided for them to answer the Technical and Professional ability question 4C.1.2 of their SPD

(Scotland) response.

For each lot that they are bidding for, the Tenderer must provide, as a minimum, 3 examples from the past 3 years that demonstrates that they can fulfil the requirements outlined under the relevant lot description (II.2.4) (Description of the Procurement) within the Contract Notice. For example, if the Tenderer is bidding for more than one lot, then they must provide at least 3 examples for each Lot they bid for. If bidding for all three Lots, at least 9 examples must be given, in accordance with each Lot. This question will be scored in accordance with the Scoring Methodology noted in Section 3.2. of the ITT document. by a technical panel made up of representatives from the Contracting Authority. Once all scores are agreed, an average score will be applied to each example.

Please note, the Tenderer must score a minimum of 2 for each example, as per the scoring methodology, for the above question, otherwise their offer may be deemed non-compliant and will not be considered further.

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: [2021/S 000-025474](#)

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

Date

20 May 2022

Local time

12:00pm

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: 17 October 2022

IV.2.7) Conditions for opening of tenders

Date

20 May 2022

Local time

12:00pm

Section VI. Complementary information

VI.1) Information about recurrence

This is a recurrent procurement: No

VI.3) Additional information

The University of Strathclyde does not guarantee any business under this framework.

The University is seeking to appoint a minimum of 3 and a maximum of 5 contractors to service each of these Lots. The University reserves the right to award this contract at its entire discretion to one supplier, multiple suppliers or to award the contract in whole or in part.

The buyer is using PCS-Tender to conduct this ITT exercise. The Project code is 42918.

For more information see:

<http://www.publiccontractsscotland.gov.uk/info/InfoCentre.aspx?ID=2343>

(SC Ref:680797)

VI.4) Procedures for review

VI.4.1) Review body

Glasgow Sheriff Court

Glasgow

Country

United Kingdom