

This is a published notice on the Find a Tender service: <https://www.find-tender.service.gov.uk/Notice/012169-2024>

Contract

## **INTERNAL AUDIT SERVICE**

Newcastle-under-Lyme Borough Council

F03: Contract award notice

Notice identifier: 2024/S 000-012169

Procurement identifier (OCID): ocds-h6vhtk-040e88

Published 15 April 2024, 1:41pm

### **Section I: Contracting authority**

#### **I.1) Name and addresses**

Newcastle-under-Lyme Borough Council

Castle House, Barracks Road

Newcastle-under-Lyme

ST5 1BL

#### **Contact**

Sarah Wilkes

#### **Email**

[sarah.wilkes@newcastle-staffs.gov.uk](mailto:sarah.wilkes@newcastle-staffs.gov.uk)

#### **Telephone**

+44 1782717717

#### **Fax**

+44 1782711032

**Country**

United Kingdom

**NUTS code**

UKG23 - Stoke-on-Trent

**Internet address(es)**

Main address

<http://www.newcastle-staffs.gov.uk/>

Buyer's address

[https://www.mytenders.co.uk/search/Search\\_AuthProfile.aspx?ID=AA0592](https://www.mytenders.co.uk/search/Search_AuthProfile.aspx?ID=AA0592)

**I.2) Information about joint procurement**

The contract is awarded by a central purchasing body

**I.4) Type of the contracting authority**

Regional or local authority

**I.5) Main activity**

General public services

---

## **Section II: Object**

### **II.1) Scope of the procurement**

#### **II.1.1) Title**

INTERNAL AUDIT SERVICE

#### **II.1.2) Main CPV code**

- 79212200 - Internal audit services

#### **II.1.3) Type of contract**

Services

#### **II.1.4) Short description**

Annual Audit Plan – The successful service provider will work with the Council to establish an annual audit plan in advance of the new audit year, the successful service provider will be required to:

> Carry out risk based reviews to inform the plan, including discussions with senior officers at the Council;

> Produce realistic, flexible and responsive audit plan that provides proportionate coverage to inform an annual opinion;

> Monitor and report performance against the plan to the Council's Audit and Standards Committee.

#### **II.1.6) Information about lots**

This contract is divided into lots: No

#### **II.1.7) Total value of the procurement (excluding VAT)**

Lowest offer: £109,250 / Highest offer: £151,890 taken into consideration

### **II.2) Description**

#### **II.2.2) Additional CPV code(s)**

- 79212000 - Auditing services

### **II.2.3) Place of performance**

NUTS codes

- UKG23 - Stoke-on-Trent

Main site or place of performance

Castle House, Barracks Road, Newcastle-under-Lyme, ST5 1BL

### **II.2.4) Description of the procurement**

Annual Audit Plan – The successful service provider will work with the Council to establish an annual audit plan in advance of the new audit year and upon approval deliver the plan interfacing with all relevant stakeholders on outcomes and recommendations.

Further details of the Council's requirements can be found in the supportive tenders documents.

### **II.2.5) Award criteria**

Quality criterion - Name: Delivery Method Statement / Weighting: 50

Quality criterion - Name: Team responsible for delivering the service / Weighting: 20

Quality criterion - Name: Experience of the drafting implementation and delivering of External Quality Assessments / Weighting: 10

Quality criterion - Name: Experience in having drafted, developed and implemented Audit Charter(s) / Weighting: 10

Quality criterion - Name: References / Weighting: 10

Price - Weighting: 50

### **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**

The service requirements cover all types of non-benefit and corporate fraud. As a minimum, the following fraud risk areas are included:

- > Council tax discount schemes;
- > Tenancy fraud;
- > Homelessness / Housing Needs / Right to Buy;
- > Business Rates;
- > Procurement;
- > Insurance;
- > Social Care payments;
- > Blue Badges;
- > Internal / Employee frauds.

---

## **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 000-031330](#)

---

## **Section V. Award of contract**

A contract/lot is awarded: Yes

### **V.2) Award of contract**

#### **V.2.1) Date of conclusion of the contract**

5 March 2024

#### **V.2.2) Information about tenders**

Number of tenders received: 6

Number of tenders received from SMEs: 0

Number of tenders received from tenderers from other EU Member States: 0

Number of tenders received from tenderers from non-EU Member States: 6

Number of tenders received by electronic means: 6

The contract has been awarded to a group of economic operators: No

#### **V.2.3) Name and address of the contractor**

Staffordshire County Council

Internal Audit Service - Finance, Staffordshire Place 1

Stafford

ST16 2DH

Telephone

+44 01785276406

Country

United Kingdom

NUTS code

- UKG2 - Shropshire and Staffordshire

The contractor is an SME

No

#### **V.2.4) Information on value of contract/lot (excluding VAT)**

Lowest offer: £109,250 / Highest offer: £151,890 taken into consideration

---

## **Section VI. Complementary information**

### **VI.3) Additional information**

(MT Ref:231774)

### **VI.4) Procedures for review**

#### **VI.4.1) Review body**

Public Procurement Review Service

Cabinet Office

London

Email

[publicprocurementreview@cabinetoffice.gov.uk](mailto:publicprocurementreview@cabinetoffice.gov.uk)

Telephone

+44 3450103503

Country

United Kingdom

Internet address

<https://www.gov.uk/government/publications/public-procurement-review-service-scope-and-remit>