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Tender

## **Internal Audit Provision**

Birmingham City Council on behalf of Birmingham Childrens Trust

F02: Contract notice

Notice identifier: 2021/S 000-017516

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

Published 23 July 2021, 2:43pm

## **Section I: Contracting authority**

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

Birmingham City Council on behalf of Birmingham Childrens Trust

1 Lancaster Circus

Birmingham

B4 7DJ

### **Contact**

Corporate Procurement Services

### **Email**

[etendering@birmingham.gov.uk](mailto:etendering@birmingham.gov.uk)

### **Telephone**

+44 1214648000

**Fax**

+44 1213037322

**Country**

United Kingdom

**NUTS code**

UKG31 - Birmingham

**Internet address(es)**

Main address

[www.finditinbirmingham.com](http://www.finditinbirmingham.com)

Buyer's address

[www.in-tendhost.co.uk/birminghamcc](http://www.in-tendhost.co.uk/birminghamcc)

**I.3) Communication**

Access to the procurement documents is restricted. Further information can be obtained at

[www.in-tendhost.co.uk/birminghamcc](http://www.in-tendhost.co.uk/birminghamcc)

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

[www.in-tendhost.co.uk/birminghamcc](http://www.in-tendhost.co.uk/birminghamcc)

Tenders or requests to participate must be submitted to the above-mentioned address

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

Regional or local authority

**I.5) Main activity**

General public services

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## **Section II: Object**

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

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

Internal Audit Provision

Reference number

P0669

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

- 79212200 - Internal audit services

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

Services

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

The Children's Trust is required to have an internal audit function under the accounts and audit regulations. These regulations place responsibility on the Trust for maintaining an adequate and effective internal audit service. The Trust are, therefore, now seeking to engage a suitably qualified and experienced supplier for the provision of an Internal Audit function.

#### **II.1.5) Estimated total value**

Value excluding VAT: £325,000

#### **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

- 79212000 - Auditing services
- 79210000 - Accounting and auditing services
- 79212100 - Financial auditing services
- 79212300 - Statutory audit services

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

NUTS codes

- UKG31 - Birmingham

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

The Children's Trust is required to have an internal audit function under the accounts and audit regulations. These regulations place responsibility on the Trust for maintaining an adequate and effective internal audit service. The Trust are, therefore, now seeking to engage a suitably qualified and experienced supplier for the provision of an Internal Audit function.

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

Price is not the only award criterion and all criteria are stated only in the procurement documents

### **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.2.10) Information about variants**

Variants will be accepted: No

### **II.2.11) Information about options**

Options: Yes

Description of options

With an option to extend for a further two years, subject to satisfactory performance.

### **II.2.13) Information about European Union Funds**

The procurement is related to a project and/or programme financed by European Union funds: No

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## **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

Details provided in the tender documentation.

#### **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

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

Date

23 August 2021

Local time

12:00pm

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

English

#### **IV.2.7) Conditions for opening of tenders**

Date

23 August 2021

Local time

12:00pm

## Section VI. Complementary information

### VI.1) Information about recurrence

This is a recurrent procurement: No

### VI.3) Additional information

The Trust's Management Team is responsible for ensuring that there is an adequate system of internal control, and that it is maintained and complied with on a routine basis. The lead officer on maintaining the system of internal control is the Director of Finance. The Trust is required to prepare an Annual Governance Statement to review the effectiveness of the system of internal control, and this is signed by the Chief Executive. The Audit Committee has responsibility for reviewing the effectiveness of the internal audit function. The Committee receives regular reports from the internal audit provider, and the internal audit provider will attend Finance and Resources Committee meetings. The Head of Internal Audit, to be provided by the external supplier, will be required to work with other elements of the Trust's audit services. This includes the Trust's external auditors, Crowe. The contract will be for the statutory internal audit of the following operating periods: 1st April 2021 - 31st March 2022, 1st April 2022 - 31st March 2023, 1st April 2023 - 31st March 2024. This contract will be for a period of 3 years commencing October 2021, with an option to extend for a further two years, subject to satisfactory performance. The Council will be using its free to use e-tendering system (in-tend) for the administration of this procurement process and potential suppliers must register with the system to be able to express an interest. If you wish to express an interest in this opportunity please click on the following link to access <https://in-tendhost.co.uk/birminghamcc/> and submit your details to register. You will then be sent details on how to log on which will enable you to download all relevant Invitation to Tender (ITT) documentation. If you are unable to register with In-tend or have any questions or problems on how to use this web site please either email us at: [cps@birmingham.gov.uk](mailto:cps@birmingham.gov.uk) or call CPS Helpdesk on 0121 464 8000. Your completed tender submission should be returned by noon on 23rd August 2021 via the 'in-tend' system <https://in-tendhost.co.uk/birminghamcc>

### VI.4) Procedures for review

#### VI.4.1) Review body

High Court of England and Wales

Royal Courts of Justice, Strand

London

WC2A 2LL

Country

United Kingdom