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Tender

## **Internal & External Audit, Service Charge Audit & Tax Advice**

Settle

F02: Contract notice

Notice identifier: 2023/S 000-024189

Procurement identifier (OCID): ocids-h6vhtk-03f0ab

Published 17 August 2023, 2:05pm

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

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

Settle

Rowan House

Letchworth Garden City

SG6 2WW

#### **Contact**

Germaine Hunt

#### **Email**

[germaine.hunt@settlegroup.org.uk](mailto:germaine.hunt@settlegroup.org.uk)

#### **Telephone**

+44 1462704197

#### **Country**

United Kingdom

**Region code**

UKH2 - Bedfordshire and Hertfordshire

**Internet address(es)**

Main address

<https://www.settlegroup.org.uk>

**I.3) Communication**

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

<https://www.delta-esourcing.com/tenders/UK-UK-Letchworth-Garden-City:-Auditing-services./96U4Z296SD>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<https://www.delta-esourcing.com>

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

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

Body governed by public law

**I.5) Main activity**

Housing and community amenities

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**Section II: Object**

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

**II.1.1) Title**

Internal & External Audit, Service Charge Audit & Tax Advice

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

- 79212000 - Auditing services

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

Services

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

settle are seeking to appoint a minimum of 2 and a maximum of 3 partners to provide External Audit and Service Charge Services, Internal Audit Services and Tax Advice Services on a retainer model. Further details are contained within the tender documents.

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

Value excluding VAT: £850,000

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

This contract is divided into lots: Yes

Tenders may be submitted for all lots

Maximum number of lots that may be awarded to one tenderer: 2

## **II.2) Description**

### **II.2.1) Title**

External Audit Services

Lot No

1

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

- 79212000 - Auditing services

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

NUTS codes

- UKH2 - Bedfordshire and Hertfordshire

Main site or place of performance

Bedfordshire and Hertfordshire

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

External Audit Services include Service Charge Audit Services

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

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

#### **II.2.6) Estimated value**

Value excluding VAT: £525,000

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

Duration in months

60

This contract is subject to renewal

Yes

Description of renewals

Estimated for renewal in 2028

#### **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**

To respond to this opportunity please click here: <https://www.delta-sourcing.com/respond/96U4Z296SD>

## **II.2) Description**

### **II.2.1) Title**

Internal Audit Services

Lot No

2

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

- 79212200 - Internal audit services

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

NUTS codes

- UKH2 - Bedfordshire and Hertfordshire

Main site or place of performance

Bedfordshire and Hertfordshire

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

Internal Audit Services

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

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

### **II.2.6) Estimated value**

Value excluding VAT: £225,000

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

Duration in months

60

This contract is subject to renewal

Yes

Description of renewals

2028

#### **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**

Tax Advisory Services

Lot No

3

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

- 79221000 - Tax consultancy services

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

NUTS codes

- UKH2 - Bedfordshire and Hertfordshire

Main site or place of performance

Bedfordshire and Hertfordshire

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

Tax Advice Services

**II.2.5) Award criteria**

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

**II.2.6) Estimated value**

Value excluding VAT: £100,000

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

Duration in months

60

This contract is subject to renewal

Yes

Description of renewals

2028

**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

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## **Section III. Legal, economic, financial and technical information**

### **III.1) Conditions for participation**

#### **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

18 September 2023

Local time

10:00am

#### **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**

Duration in months: 3 (from the date stated for receipt of tender)

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

Date

18 September 2023

Local time

10:00am

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## **Section VI. Complementary information**

### **VI.1) Information about recurrence**

This is a recurrent procurement: Yes

Estimated timing for further notices to be published: 2028

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

The contracting authority considers that this contract may be suitable for economic operators that are small or medium enterprises (SMEs). However, any selection of tenderers will be based solely on the criteria set out for the procurement.

For more information about this opportunity, please visit the Delta eSourcing portal at:

<https://www.delta-esourcing.com/tenders/UK-UK-Letchworth-Garden-City:-Auditing-services./96U4Z296SD>

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GO Reference: GO-2023817-PRO-23665757

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

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

CCS

London

Country

United Kingdom