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Tender

## **Auditor for Public Audit**

The Scottish Commission for Public Audit

F02: Contract notice

Notice identifier: 2021/S 000-024289

Procurement identifier (OCID): ocds-h6vhtk-02e650

Published 30 September 2021, 11:34am

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

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

The Scottish Commission for Public Audit

The Scottish Parliament, Procurement Services

Edinburgh

EH99 1SP

#### **Email**

[Nadia.Smith@parliament.scot](mailto:Nadia.Smith@parliament.scot)

#### **Country**

United Kingdom

#### **NUTS code**

UKM75 - Edinburgh, City of

#### **Internet address(es)**

Main address

<http://www.parliament.scot>

Buyer's address

[https://www.publiccontractsscotland.gov.uk/search/Search\\_AuthProfile.aspx?ID=AA10284](https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA10284)

## **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>

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>

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

Body governed by public law

## **I.5) Main activity**

Other activity

Scottish Commission for Public Audit

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## **Section II: Object**

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

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

Auditor for Public Audit

Reference number

NIC-SER-470

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

- 79212000 - Auditing services

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

Services

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

The Scottish Parliamentary Corporate Body, on behalf of the Scottish Commission for Public Audit requires a Contractor to audit the accounts of Audit Scotland on an annual basis, as defined in the Public Finance and Accountability (Scotland) Act 2000.

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

This contract is divided into lots: No

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

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

NUTS codes

- UKM75 - Edinburgh, City of

Main site or place of performance

Edinburgh

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

The Scottish Parliamentary Corporate Body, on behalf of the Scottish Commission for Public Audit requires a Contractor to audit the accounts of Audit Scotland on an annual

basis, as defined in the Public Finance and Accountability (Scotland) Act 2000.

The Contractor may be required to carry out examinations into Economy, Efficiency and Effectiveness or other audit needs as required.

The Contractor must have experience of auditing annual accounts within a public sector context and must not carry out audits on behalf of Audit Scotland for the duration of the contract.

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

Quality criterion - Name: Technical / Weighting: 60

Price - Weighting: 40

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

Duration in months

48

This contract is subject to renewal

Yes

Description of renewals

The Contract duration may be extended by up to 12 months with the agreement of the Contractor and SCPA.

#### **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.1.1) Suitability to pursue the professional activity, including requirements relating to enrolment on professional or trade registers**

List and brief description of conditions

With reference to 3D.12 - bidders cannot be considered for this contract if, within the duration of the contact, they carry out audits of public bodies on behalf of Audit Scotland, as this would constitute a conflict of interest.

With reference to part 4A.1 - bidders are required to be enrolled in the relevant professional or trade registers within the country with which they are established.

With reference to 4A.2 - where it is required within a bidders country of establishment they must confirm which authorisation or memberships of the relevant organisations are required in order to be able to perform this service.

With reference to 4C - bidders will be required to provide one example that demonstrates they have the relevant experience to deliver the services. The example must be for a publicly funded body e.g. government agencies, NDPB's, Local Authorities, NHS bodies etc.) or publicly regulated organisations such as registered Social Landlords or charities.

#### **III.1.2) Economic and financial standing**

List and brief description of selection criteria

On behalf of the SCPA, the Scottish Parliamentary Corporate Body (SPCB) uses Creditsafe, an independent provider of online business credit reports, to assess the financial standing of tenderers. Tenderers are encouraged to review their financial performance on Creditsafe and read information about how that data is collected and used prior to submitting a tender. Information and the opportunity to run a free

report can be found at <http://www.creditsafe.com/products/business-credit-reports/> If a tenderer does not agree with the credit rating it has been given it can provide supporting evidence to demonstrate its current position and this will be taken into account when the financialstanding is being assessed.

If a tenderer is not listed on Creditsafe, for whatever reason, then it may be asked to submit equivalent accounts to enable the required assessment of financial standing to be carried out.

Tenderers should have a Creditsafe credit rating of 30 or higher to demonstrate

satisfactory financial standing. If a tenderer has a lower credit rating score and has the backing of a parent company with a credit rating of 30 or higher the provision of a Parent Company Guarantee prior to the award of any contract will be acceptable. If a tenderer has a lower credit rating score and no evidence to support a stable or improved financial standing then the tender may be rejected.

Minimum level(s) of standards possibly required:

With reference to ESPD question 4B.5, it is a requirement 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:

Employers' (Compulsory) Liability Insurance 5million GBP

Professional Indemnity Insurance 5million GBP

### **III.1.3) Technical and professional ability**

List and brief description of selection criteria

In relation to the SPD, Bidders will be required to provide ONE example to demonstrate that they have the relevant experience to deliver the services. This example should be for a publicly funded body such as Government Agencies, NDPB's, Local Authorities NHS

bodies, etc. or publicly regulated organisations such as Registered Social Landlords or Charities. bidders should note this question will not be weighted and will be evaluated on a pass/fail basis.

Bidders will be required to confirm whether they intend to subcontract and, if so, for what proportion of the contract.

## **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

Bidders will be required to confirm that they are eligible for appointment as a company auditor under section 1219(1)(a)(b) of the Companies Act 2006 or a member of a body of accountants established in the United Kingdom.

### **III.2.2) Contract performance conditions**

Bidders cannot be considered for this contract if, within the duration of the contract, they carry out audits of public bodies on behalf of Audit Scotland, as this would constitute a conflict of interest.

### **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

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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

1 November 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

1 November 2021

Local time

2:00pm



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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: Five years.

### **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**

Please note that there are minimum requirements concerning Cyber Security for this contract to which a pass/fail marking will attach.

Bidders will be required to complete an online Supplier Assurance Questionnaire using the Cyber Security Procurement Support Tool

(CSPST). A link to CSPST can be found here: <https://cyberassessment.gov.scot>.

The questionnaire will be aligned to a Cyber Risk Profile that has been established for the contract, based on the SPCB's assessment of

cyber risk.

For this contract, minimum requirements also include the holding of Cyber Essentials (or equivalent).

Further details can be found in the Tender Invitation Letter. A contract condition for this procurement requires the bidder to comply with minimum security requirements.

The buyer is using PCS-Tender to conduct this ITT exercise. The Project code is 19776. For more information see:

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

(SC Ref:668558)

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

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

Edinburgh Sheriff Court House

Sheriff Course House, 27 Chambers Street

Edinburgh

EH1 1LB

Email

[procurement@parliament.scot](mailto:procurement@parliament.scot)

Country

United Kingdom