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Tender

Provision of internal audit services

Water Industry Commission for Scotland

F02: Contract notice

Notice identifier: 2024/S 000-025987

Procurement identifier (OCID): ocds-h6vhtk-048b41

Published 15 August 2024, 3:39pm

Section I: Contracting authority

I.1) Name and addresses

Water Industry Commission for Scotland

Moray House, Forthside Way

Stirling

FK8 1QZ

Email

enquiries@watercommission.co.uk

Telephone

+44 01786430200

Country

United Kingdom

NUTS code

UKM72 - Clackmannanshire and Fife

Internet address(es)

Main address

www.watercommission.co.uk

Buyer's address

https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA10543

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

www.publiccontractsscotland.gov.uk

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

www.publiccontractsscotland.gov.uk

I.4) Type of the contracting authority

Body governed by public law

I.5) Main activity

Other activity

Economic regulation

Section II: Object

II.1) Scope of the procurement

II.1.1) Title

Provision of internal audit services

II.1.2) Main CPV code

- 79212200 - Internal audit services

II.1.3) Type of contract

Services

II.1.4) Short description

The provision of internal audit services to a small, non-departmental public body

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

II.2.3) Place of performance

NUTS codes

- UKM77 - Perth & Kinross and Stirling

II.2.4) Description of the procurement

The internal audit function will be required to (i) analyse the governance, risk management

and internal control system and establish a risk-based assurance programme; (ii) identify and evaluate the controls which are established to achieve objectives in the most economical, effective and efficient manner; (iii) report findings and conclusions and, where appropriate, make recommendations for improvement; (iv) provide an opinion on the controls under review; and (v) provide assurance based on evaluating the governance, risk management and internal control system within the organisation as a whole.

For each year from 1 April to 31 March the following year, the internal audit team will be responsible for proposing a programme of work and submitting it for approval to the ARC that focuses on areas of specific business risk that WICS faces regularly. This focus will include compliance with internal and external WICS regulations, particularly in line with the Scottish Public Finance Manual (SPFM).

Annual audit assurance is provided to the Accountable Officer through the professional opinion of the Head of Internal Audit (or equivalent) on the adequacy and effectiveness of the organisation's governance, risk management, and internal control systems.

The internal audit team will be expected to attend ARC meetings, where they will present an annual work plan for approval, the scope and findings of work conducted by the internal audit team and an annual audit report and opinion. The Head of the Internal Audit team should be available to the Chair of the ARC to discuss any matters of concern.

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: £325,000

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

Duration in months

36

This contract is subject to renewal

Yes

Description of renewals

Subject to Scottish Government approval, the contract may be extended by three periods of one year.

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

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

Internal audit providers with staff holding certifications like Chartered Internal Auditor (CIA), Chartered Accountant (CA), Chartered Institute of Public Finance and Accountancy (CIPFA), Certified Public Accountant (CPA) and Certified Information Systems Auditor (CISA) and experience in public sector auditing. The organisation and its auditors should be members of the Institute of Internal Auditors (IIA).

III.2) Conditions related to the contract

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

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

16 September 2024

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: 12 March 2025

IV.2.7) Conditions for opening of tenders

Date

16 September 2024

Local time

12:00pm

Section VI. Complementary information

VI.1) Information about recurrence

This is a recurrent procurement: No

VI.3) Additional information

NOTE: To register your interest in this notice and obtain any additional information please visit the Public Contracts Scotland Web Site at

https://www.publiccontractsscotland.gov.uk/Search/Search_Switch.aspx?ID=775369.

The buyer has indicated that it will accept electronic responses to this notice via the Postbox facility. A user guide is available at

https://www.publiccontractsscotland.gov.uk/sitehelp/help_guides.aspx.

Suppliers are advised to allow adequate time for uploading documents and to dispatch the electronic response well in advance of the closing time to avoid any last minute problems.

(SC Ref:775369)

Download the ESPD document here:

https://www.publiccontractsscotland.gov.uk/ESPD/ESPD_Download.aspx?id=775369

VI.4) Procedures for review

VI.4.1) Review body

Stirling Sheriff Court and Justice of the Peace Court

Stirling

Country

United Kingdom