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Tender

## **Internal Audit Services**

Langstane Housing Association

F02: Contract notice

Notice identifier: 2021/S 000-026981

Procurement identifier (OCID): ocds-h6vhtk-02f0d2

Published 28 October 2021, 8:54am

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

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

Langstane Housing Association

680 Kings Street

Aberdeen

AB241SL

#### **Contact**

Lynne Macfarlan

#### **Email**

[lynne.macfarlan@langstane-ha.co.uk](mailto:lynne.macfarlan@langstane-ha.co.uk)

#### **Country**

United Kingdom

#### **NUTS code**

UK - United Kingdom

**Internet address(es)**

Main address

<http://www.langstane-ha.co.uk>

Buyer's address

[https://www.publiccontractsscotland.gov.uk/search/Search\\_AuthProfile.aspx?ID=AA29943](https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA29943)

**I.3) Communication**

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

[www.publiccontractsscotland.gov.uk](http://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](http://www.publiccontractsscotland.gov.uk)

Electronic communication requires the use of tools and devices that are not generally available. Unrestricted and full direct access to these tools and devices is possible, free of charge, at

[www.publiccontractsscotland.gov.uk](http://www.publiccontractsscotland.gov.uk)

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

Other type

Housing Association

**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 Audit Services

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

- 79212200 - Internal audit services

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

Services

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

Langstane aims to continuously improve what we do in order to improve services to our customers and staff. We are looking to contract with experienced internal auditors to support this approach and provide external assurance that Langstane's risk management, governance and internal control processes are operating effectively. Bidders should allow for 30 days work in total per annum, although this level of work is not guaranteed.

#### **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

- UKM50 - Aberdeen City and Aberdeenshire

Main site or place of performance

Aberdeen, Aberdeenshire & Moray

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

Langstane aims to continuously improve what we do in order to improve services to our customers and staff. We are looking to engage experienced internal auditors to support this approach and provide external assurance that Langstane's risk management, governance and internal control processes are operating effectively. This is anticipated to be around 30 days work per year, although this level of work is not guaranteed.

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

Quality criterion - Name: Methodology & Approach / Weighting: 15

Quality criterion - Name: Skills, Qualifications & Experience / Weighting: 15

Quality criterion - Name: Consistency & Training / Weighting: 10

Quality criterion - Name: Performance, Risk & Innovation / Weighting: 10

Quality criterion - Name: Presentation / Weighting: 10

Price - Weighting: 40

#### **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

2 x 1 year optional extensions

#### **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**

Community Benefits are required as part of this contract.

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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

Membership number and accreditations for any of following organisations (or equal equivalent); International Professional Practices Framework (IPPF) or the Chartered Institute of Internal Auditors

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

List and brief description of selection criteria

Average yearly turnover of 100,000 GBP for the last 3 years.

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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

29 November 2021

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**

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

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

Date

29 November 2021

Local time

12:00pm

Place

Aberdeen

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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: 5 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**

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=671771](https://www.publiccontractsscotland.gov.uk/Search/Search_Switch.aspx?ID=671771).

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](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.

Community benefits are included in this requirement. For more information see:

<https://www.gov.scot/policies/public-sector-procurement/community-benefits-in-procurement/>

A summary of the expected community benefits has been provided as follows:

Details to be agreed with successful bidder.

(SC Ref:671771)

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

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

Aberdeen Sheriff Court

Aberdeen

Country

United Kingdom