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Tender

Provision of IT Audit and General Internal Audit Support

Angus Council
Dundee City Council

F02: Contract notice

Notice identifier: 2023/S 000-028783

Procurement identifier (OCID): ocds-h6vhtk-0406a0

Published 29 September 2023, 12:58pm

Section I: Contracting authority

I.1) Name and addresses

Angus Council

Angus House, Orchardbank Business Park

Forfar

DD8 1AN

Email

procurement@angus.gov.uk

Telephone

+44 3452777778

Country

United Kingdom

NUTS code

UKM71 - Angus and Dundee City

Internet address(es)

Main address

<http://www.angus.gov.uk/>

Buyer's address

https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA00236

I.1) Name and addresses

Dundee City Council

Dundee House, 50 North Lindsay Street

Dundee

DD1 1NZ

Email

eprocurement@dundeecity.gov.uk

Telephone

+44 1382434000

Country

United Kingdom

NUTS code

UKM71 - Angus and Dundee City

Internet address(es)

Main address

www.dundeecity.gov.uk

Buyer's address

https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA00220

I.2) Information about joint procurement

The contract involves joint procurement

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

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

I.4) Type of the contracting authority

Regional or local authority

I.5) Main activity

General public services

Section II: Object

II.1) Scope of the procurement

II.1.1) Title

Provision of IT Audit and General Internal Audit Support

Reference number

AC-23-046-STP

II.1.2) Main CPV code

- 79212000 - Auditing services

II.1.3) Type of contract

Services

II.1.4) Short description

Angus and Dundee City Councils (Angus and Dundee) are seeking IT audit and General audit support from an external provider for their in-house Internal Audit teams to cover financial years 2023/24 to 2026/27.

The teams currently operate independently of each other within each council and call-off from the contract will be arranged separately with each team.

II.1.5) Estimated total value

Value excluding VAT: £350,000

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
- 79212300 - Statutory audit services

II.2.3) Place of performance

NUTS codes

- UKM71 - Angus and Dundee City

II.2.4) Description of the procurement

Anticipated input:

In Angus we anticipate a requirement of 25 - 30 days each year for IT audit, with additional days potentially required on an ad-hoc basis for general internal audit support in exceptional circumstances.

In Dundee we anticipate a requirement of 25 - 35 days each year for IT Audit. General audit reviews are also required once each during the contract term for Risk Management and Insurance, with additional general audit days potentially required on an ad-hoc basis in exceptional circumstances.

Due to vacancies in both teams there is a requirement for two additional IT Audits (Dundee) and there may be additional general audit reviews (both) in the period before April 2024.

II.2.5) Award criteria

Quality criterion - Name: Quality / Weighting: 60

Price - Weighting: 40

II.2.6) Estimated value

Value excluding VAT: £350,000

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

Duration in months

48

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: 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

Public Sector Internal Audit Standards PSIAS Conformance:

This item is a Pass or Fail requirement. Please confirm conformance and include confirmation of the results of your latest external review with your response. Annual confirmation of continuing compliance will be required. External certification should be provided to us if it is received during the period of this contract.

III.2) Conditions related to the contract

III.2.2) Contract performance conditions

The Council will review the performance of the successful Tenderer from time to time to ensure that they continue to meet the requirements of the Council.

The quality of the Services provided shall be measured by the extent to which they accord with the standards and timescales included within the Specification and the Response and to accepted professional standards.

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

30 October 2023

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: 4 (from the date stated for receipt of tender)

IV.2.7) Conditions for opening of tenders

Date

30 October 2023

Local time

12:00pm

Place

Angus

Section VI. Complementary information

VI.1) Information about recurrence

This is a recurrent procurement: No

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=745610.

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.

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:

Please see Appendix 5 - Award Questionnaire for information regarding this

(SC Ref:745610)

Download the ESPD document here:

https://www.publiccontractsscotland.gov.uk/ESPD/ESPD_Download.aspx?id=745610

VI.4) Procedures for review

VI.4.1) Review body

Forfar Sheriff Court

22 Market Street

Forfar

DD8 3LA

Email

forfar@scotcourts.gov.uk

Telephone

+44 1307462186

Country

United Kingdom

Internet address

www.scotcourts.gov.uk

VI.4.2) Body responsible for mediation procedures

Single Point of Enquiry (SPoE) Scottish Government Procurement and Commercial Division

The Scottish Government, 7th Floor, 5 Atlantic Quay, 150 Broomielaw

Glasgow

G2 8LU

Email

spoeprocurement@gov.scot

Telephone

+44 1412425466

Country

United Kingdom

Internet address

www.gov.scot

VI.4.4) Service from which information about the review procedure may be obtained

Angus Council

Angus House, Orchardbank Business Park

Forfar

DD8 1AP

Email

Procurement@angus.gov.uk

Telephone

+44 3452777778

Country

United Kingdom

Internet address

www.angus.gov.uk