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Tender

External Audit Services

University of Hertfordshire Education Corporation

F02: Contract notice

Notice identifier: 2023/S 000-031564

Procurement identifier (OCID): ocds-h6vhtk-040f1d

Published 26 October 2023, 9:59am

Section I: Contracting authority

I.1) Name and addresses

University of Hertfordshire Education Corporation

MacLaurin Building, 4 Bishops Square

Hatfield

AL10 8NE

Contact

Procurement Professional Services

Email

categorymanagers@herts.ac.uk

Country

United Kingdom

NUTS code

UKH23 - Hertfordshire

Internet address(es)

Main address

<https://www.herts.ac.uk/>

Buyer's address

<https://www.in-tendhost.co.uk/universityofhertfordshire.aspx/Home>

I.3) Communication

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

<https://www.in-tendhost.co.uk/universityofhertfordshire.aspx/Home>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<https://www.in-tendhost.co.uk/universityofhertfordshire.aspx/Home>

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

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

<https://www.in-tendhost.co.uk/universityofhertfordshire.aspx/Home>

I.4) Type of the contracting authority

Body governed by public law

I.5) Main activity

Education

Section II: Object

II.1) Scope of the procurement

II.1.1) Title

External Audit Services

Reference number

23012

II.1.2) Main CPV code

- 79212000 - Auditing services

II.1.3) Type of contract

Services

II.1.4) Short description

The University is seeking a Contractor of external audit services who can offer a distinctive, innovative, proactive and professional approach to external audit, and one that meets all the external audit requirements of the Office for Students, Research England, the Education and Skills Funding Agency, Department for Education, Companies Acts and other relevant legislation, regulation and the UK Financial Reporting Framework. It is envisaged that the audit will comprise of an interim audit and a final audit. The Contractor will need to ensure that the service they provide meets all the requirements of the Office for Students regulatory framework. They will need to take account of any changing requirements providing assurance to the Audit and Risk Committee and the Board of Governors on the University's corporate governance and risk management arrangements.

II.1.5) Estimated total value

Value excluding VAT: £1,040,000

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.2) Additional CPV code(s)

- 79212000 - Auditing services
- 79212100 - Financial auditing services

II.2.3) Place of performance

NUTS codes

- UKH23 - Hertfordshire

Main site or place of performance

University of Hertfordshire

II.2.4) Description of the procurement

The University is seeking a Contractor of external audit services who can offer a distinctive, innovative, proactive and professional approach to external audit, and one that meets all the external audit requirements of the Office for Students, Research England, the Education and Skills Funding Agency, Department for Education, Companies Acts and other relevant legislation, regulation and the UK Financial Reporting Framework. It is envisaged that the audit will comprise of an interim audit and a final audit. The Contractor will need to ensure that the service they provide meets all the requirements of the Office for Students regulatory framework. They will need to take account of any changing requirements providing assurance to the Audit and Risk Committee and the Board of Governors on the University's corporate governance and risk management arrangements and respond positively to any further developments in this area. A proactive approach to providing information and support to the University is required. This contract is for a five year period with an option to extend by an additional year. All other information as per the invitation to tender documents.

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: £1,040,000

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

Duration in months

This contract is subject to renewal

Yes

Description of renewals

The contract duration is a minimum of five years with the option to extend by an additional year with agreement by both parties in writing.

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

Knowledge of External Audit Standards:- International Standards on Auditing (ISA).- The Financial Reporting Council (FRC).- Company Law and relevant Statements of Recommended Practice (SORP).- Guidance issued by the ICAEW.

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

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

III.2.2) Contract performance conditions

As per the invitation to tender documents

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: No

IV.2) Administrative information

IV.2.2) Time limit for receipt of tenders or requests to participate

Date

8 December 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

Tender must be valid until: 31 March 2024

IV.2.7) Conditions for opening of tenders

Date

8 December 2023

Local time

12:00pm

Place

Electronic tender opening process

Section VI. Complementary information

VI.1) Information about recurrence

This is a recurrent procurement: No

VI.4) Procedures for review

VI.4.1) Review body

Crown Commercial Services

Liverpool

Country

United Kingdom