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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](mailto: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

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## **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

72

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

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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

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

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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: 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

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## **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