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Tender

## **Forensic Accountancy**

Scottish Government

F02: Contract notice

Notice identifier: 2024/S 000-034638

Procurement identifier (OCID): ocds-h6vhtk-04b150

Published 25 October 2024, 11:43am

## **Section I: Contracting authority**

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

Scottish Government

4 Atlantic Quay, 70 York St

Glasgow

G2 8EA

### **Contact**

Maxine Mullen

### **Email**

[maxine.mullen@gov.scot](mailto:maxine.mullen@gov.scot)

### **Telephone**

+44 412425466

**Country**

United Kingdom

**NUTS code**

UKM - Scotland

**Internet address(es)**

Main address

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

Buyer's address

[https://www.publiccontractsscotland.gov.uk/search/Search\\_AuthProfile.aspx?ID=AA10482](https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA10482)

**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

<https://www.publictendersscotland.publiccontractsscotland.gov.uk/>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<https://www.publictendersscotland.publiccontractsscotland.gov.uk>

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

Ministry or any other national or federal authority

**I.5) Main activity**

General public services

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## **Section II: Object**

### **II.1) Scope of the procurement**

#### **II.1.1) Title**

Forensic Accountancy

Reference number

CASE/740522

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

- 79200000 - Accounting, auditing and fiscal services

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

Services

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

The Scottish Government has a requirement to place a contract with an external service provider for the provision of Forensic Accountant.

#### **II.1.5) Estimated total value**

Value excluding VAT: £100,000

#### **II.1.6) Information about lots**

This contract is divided into lots: No

### **II.2) Description**

#### **II.2.2) Additional CPV code(s)**

- 79200000 - Accounting, auditing and fiscal services

#### **II.2.3) Place of performance**

NUTS codes

- UKM - Scotland

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

The Scottish Government has a requirement to place a contract with an external service provider for the provision of Forensic Accountant.

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

Quality criterion - Name: Quality / Weighting: 70

Price - Weighting: 30

#### **II.2.6) Estimated value**

Value excluding VAT: £100,000

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

Duration in months

12

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: Yes

Description of options

There may be additional assessments as part of this contract agreement.

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

List and brief description of selection criteria

FINANCIAL RATIOS(S)

INSURANCE

Minimum level(s) of standards possibly required

Financial Ratio:

Bidders will be required to meet the following:

The acceptable range is a Failure Score no less than 50 subject to Dun and Bradstreet.

Insurances:

It is a requirement of this contract that bidders hold, or can commit to obtain prior to the commencement of any subsequently awarded contract, the types and levels of insurance indicated below:

Employers (compulsory) liability Insurance = in accordance with any legal obligation for the time being in force.

Public Liability Insurance = 1 Million GBP

Professional Indemnity Insurance = 1 Million GBP

#### **III.1.3) Technical and professional ability**

List and brief description of selection criteria

Supply Chain Management

**\*\*Please note within the Technical Envelope of PCS-T we will request information on Supply Chain Management/Prompt Payment tenderers must submit responses to this question contained in the SPD (Scotland) under section 4C.4 (Technical Envelope in PCS-T). A 'Pass/Fail' score will be awarded to the Supply Chain Management/Prompt Payment question (unless it is stipulated as NON-Applicable as they do not operate supply chain as part of their delivery. Only tenders that achieve a 'Pass' or stipulate as Non-Applicable) for this section in the SPD (Scotland) will proceed to having rest of their qualification submission evaluated.**

#### Environmental Management Measure

**\*\*Please note within the Technical Envelope of PCS-T we will request information on Environmental Measurement Management, tenderers must submit responses to this question contained in the SPD (Scotland) under section 4C.7 (Technical Envelope in PCS-T). A 'Pass/Fail' score will be awarded to the Environmental Management Measures question. Only tenders that achieve a 'Pass' for this section in the SPD (Scotland) will proceed to having rest of their qualification submission evaluated.**

#### Minimum level(s) of standards possibly required

#### Supply Chain Management

If tenders intend to use a supply chain to deliver the requirements, they should confirm they have (or have access to) the relevant supply management and tracking systems to ensure a resilient and sustainable supply chain. This will include confirmation that they have the systems in place to pay subcontractors through the supply chain promptly and effectively, and provide evidence when requested of:

a) their standard payment terms

b)  $\geq 95\%$  of all supply chain invoices being paid on time (in accordance with the terms of contract) in the last financial year.

If the bidder is unable to confirm (b) they must provide an improvement plan, signed by their Director, which improves the payment performance.

#### Environmental Management Measure

Tenders will be required to provide evidence that their organisation has taken steps to build their awareness of the climate change emergency and how they will respond. Accepted evidence includes but is not limited to:

A completed copy of the tenders 'relevant contract' Climate Change Plan Template, including planned projects and actions to reduce the bidder's carbon emissions. This does

not need to contain calculated carbon emissions.

## **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

Reference to the relevant law, regulation or administrative provision

**\*\*Please note within the Technical Envelope of PCS-T we will request information on Qualification. Tenderers must submit responses to this question contained in the SPD (Scotland) under section 4C.6 (Technical Envelope in PCS-T). A 'Pass/Fail' score will be awarded to the question, Only tenders that achieve a 'Pass' for this section in the SPD (Scotland) will proceed to having rest of their qualification submission evaluated.**

Bidders must have following qualifications:

Qualified Certified Public Accountant (CPA).

Consultative Committee of Accountancy Bodies (CCAB) qualified or equivalent.

selection criteria will be included in the SPD module on Public Contract Scotland Tender

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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

14 November 2024

Local time

12:00pm

#### **IV.2.4) Languages in which tenders or requests to participate may be submitted**

English

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

Date

14 November 2024

Local time

12:00pm



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## **Section VI. Complementary information**

### **VI.1) Information about recurrence**

This is a recurrent procurement: No

### **VI.2) Information about electronic workflows**

Electronic invoicing will be accepted

Electronic payment will be used

### **VI.3) Additional information**

Services

Tenders will be required to provide two relevant examples of services carried out during the last three years.

(Examples from both public and/or private sector customers and clients may be provided)

**\*\*Please note within the Technical Envelope of PCS-T we will request information on Services, tenderers must submit responses to this question contained in the SPD (Scotland) under section 4C.1.2 (Technical Envelope in PCS-T). A 'Pass/Fail' score will be awarded to the Services question. Only tenders that achieve a 'Pass' for this section in the SPD (Scotland) will proceed to having rest of their qualification submission evaluated.**

Economic operators may be excluded from this competition if they are in any of the situations referred to in regulation 58 of the Public Contracts (Scotland) Regulations 2015.

Unforeseeable events and urgency of requirement has resulted in tendering period being reduced from 30 days to 20 days.

The buyer is using PCS-Tender to conduct this ITT exercise. The Project code is 27851. For more information see:

<http://www.publiccontractsscotland.gov.uk/info/InfoCentre.aspx?ID=2343>

A sub-contract clause has been included in this contract. For more information see:

<http://www.publiccontractsscotland.gov.uk/info/InfoCentre.aspx?ID=2363>

(SC Ref:781537)

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

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

Sheriff Court House,

27 Chambers Street,

Edinburgh

EH1 1LB

Country

United Kingdom