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Tender

TUR_2024_Bookkeeping Certified Public Accountant (CPA) and Payroll Services

British Council

F02: Contract notice

Notice identifier: 2024/S 000-038023

Procurement identifier (OCID): ocds-h6vhtk-04be77

Published 25 November 2024, 2:32pm

Section I: Contracting authority

I.1) Name and addresses

British Council

Karum Is Merkezi Iran Cad. No 21 D Blok

Ankara

E20 1JQ

Contact

Suzan Dogru Asik

Email

Suzan.Asik@britishcouncil.org

Telephone

+90 3124553600

Country

Turkey

NUTS code

TR - Turkey

Internet address(es)

Main address

www.britishcouncil.org

Buyer's address

<https://in-tendhost.co.uk/britishcouncil>

I.3) Communication

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

<https://in-tendhost.co.uk/britishcouncil>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<https://in-tendhost.co.uk/britishcouncil>

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

I.4) Type of the contracting authority

Body governed by public law

I.5) Main activity

Other activity

Registered Charity

Section II: Object

II.1) Scope of the procurement

II.1.1) Title

TUR_2024_Bookkeeping Certified Public Accountant (CPA) and Payroll Services

Reference number

BC/03705

II.1.2) Main CPV code

- 63500000 - Travel agency, tour operator and tourist assistance services

II.1.3) Type of contract

Services

II.1.4) Short description

The British Council Turkey intends to enter into a Contract an Accounting and Consulting firm to receive Bookkeeping CPA Services and Payroll Services for Statutory accounting. Suppliers that would like to take part in this tender process are invited to • Express Interest• upon which they will be given access to the full tender documentation delivery through this e-tendering system. When the tender documents have been made available, involved suppliers will receive notification via email and the tender documents can be accessed from the • My Tenders• area of this website and selecting the • View Details• button of this project. Deadline for submissions of the tender will be Friday, 16 January 2025, 17.00 Turkey time. Please allow sufficient time to make your return as late returns will not be premitted. Any questions relating to this tender should be made via correspondence on the website and can be addressed to the main contact as shown in the details above.

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.2) Additional CPV code(s)

- 79210000 - Accounting and auditing services

- 79211000 - Accounting services
- 79211110 - Payroll management services

II.2.3) Place of performance

NUTS codes

- TR - Turkey

II.2.4) Description of the procurement

The British Council Turkey intends to enter into a Contract an Accounting and Consulting firm to receive Bookkeeping CPA Services and Payroll Services for Statutory accounting.

II.2.5) Award criteria

Price

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

Duration in months

24

This contract is subject to renewal

Yes

Description of renewals

Contract is for 24 months with an option to extend for another 2 years.

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

In accordance with Regulations 57, 58 and 60 of Public Contracts Regulations 2025, applicants will be assessed in accordance with the Public contracts Regulations 2015, on the basis of information provided in response to the Selection Questionnaire.

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

16 January 2025

Local time

6:00pm

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

English

IV.2.7) Conditions for opening of tenders

Date

17 January 2025

Local time

11:00am

Place

British Council

Section VI. Complementary information

VI.1) Information about recurrence

This is a recurrent procurement: No

VI.3) Additional information

If you are interested in expressing an interest and/or bidding for this project, please go to <https://in-tendhost-co.uk/britishcouncil>. You may then have to register your company before you can express interest for this project and get access to the documents. Suppliers who wish to express an interest and take part in the tender process will be required to register on our e-Tendering portal In-Tend hosted at <https://in-tendhost-co.uk/britishcouncil>. Once registered, bidders must log-in to the website where they can view the project and access the bidders pack and submit their return.

VI.4) Procedures for review

VI.4.1) Review body

The High Court

Royal Court of Justice, The Strand

London

Country

United Kingdom

VI.4.3) Review procedure

Precise information on deadline(s) for review procedures

The contracting authority will operate a minimum 10 calendar day standstill period at the point information on the award of the contract is communicated to tenders to provide time for unsuccessful tenderers to challenge the award decision before the contract is entered into. Unsuccessful tenderers shall be notified by the contracting authority as soon as possible after the decision is made as to the reasons why they were unsuccessful. The Public Contracts Regulations 2015 provide that aggrieved parties who have been harmed, or are at risk of harm, by breach of the rules are to take action in the High Court (England, Wales and Northern Ireland).