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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](mailto:Suzan.Asik@britishcouncil.org)

#### **Telephone**

+90 3124553600

#### **Country**

Turkey

**NUTS code**

TR - Turkey

**Internet address(es)**

Main address

[www.britishcouncil.org](http://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

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## **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

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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

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.

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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: 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

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## **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).