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Tender

Cairn Housing Association: External Audit Services 2025-26

Cairn Housing Association

F02: Contract notice

Notice identifier: 2025/S 000-047242

Procurement identifier (OCID): ocds-h6vhtk-05841d

Published 8 August 2025, 12:47pm

Section I: Contracting authority

I.1) Name and addresses

Cairn Housing Association

Bellevue House, 22 Hopetoun Street

Edinburgh

EH7 4GH

Contact

Stephen McDougall

Email

stephen.mcdougall@cairnha.com

Telephone

+44 8009903405

Country

United Kingdom

NUTS code

UKM - Scotland

Internet address(es)

Main address

<http://www.cairnha.com>

Buyer's address

https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA17262

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.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.publiccontractsscotland.gov.uk/>

I.4) Type of the contracting authority

Other type

Housing Association

I.5) Main activity

Housing and community amenities

Section II: Object

II.1) Scope of the procurement

II.1.1) Title

Cairn Housing Association: External Audit Services 2025-26

Reference number

CHG08/25-02

II.1.2) Main CPV code

- 79212000 - Auditing services

II.1.3) Type of contract

Services

II.1.4) Short description

External audit services to provide independent, third-party assessment of Cairn Housing Association's and Pentland Community Enterprise's financial statements and internal controls to ensure:

-Financial statements are prepared according to applicable accounting standards

-Financial controls are sufficiently robust to prevent errors and detect fraud

-Financial data is accurate and reliable

-External audit reports provide a "true and fair" view of the Association's financial performance, including recommendations for improvements to systems, processes, internal controls, reporting procedures and / or data analysis techniques

-External audit reports presented to the Board and Housing Regulator provide an independent assessment of the Association's financial statements and internal controls

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.3) Place of performance

NUTS codes

- UKM - Scotland

Main site or place of performance

Across mainland Scotland but primarily Edinburgh office.

II.2.4) Description of the procurement

As per appended invitation to tender.

II.2.5) Award criteria

Quality criterion - Name: Sector Knowledge / Weighting: 10

Quality criterion - Name: Accreditations & Qualifications / Weighting: 10

Quality criterion - Name: Quality Assurance / Weighting: 5

Quality criterion - Name: Business Continuity & Staff Assurance / Weighting: 10

Quality criterion - Name: Community Benefit / Weighting: 5

Quality criterion - Name: Presentation to the Evaluation Panel / Weighting: 20

Price - Weighting: 40

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

Duration in months

36

This contract is subject to renewal

Yes

Description of renewals

Mutually agreed extension into fourth and fifth years (3+1+1 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

As per appended invitation to tender.

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.2.2) Contract performance conditions

As per appended invitation to tender.

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: Yes

IV.2) Administrative information

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

Date

29 August 2025

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

Duration in months: 3 (from the date stated for receipt of tender)

IV.2.7) Conditions for opening of tenders

Date

29 August 2025

Local time

12:30pm

Section VI. Complementary information

VI.1) Information about recurrence

This is a recurrent procurement: No

VI.2) Information about electronic workflows

Electronic ordering will be used

Electronic invoicing will be accepted

Electronic payment will be used

VI.3) Additional information

NOTE: To register your interest in this notice and obtain any additional information please visit the Public Contracts Scotland Web Site at

https://www.publiccontractsscotland.gov.uk/Search/Search_Switch.aspx?ID=806865.

The buyer has indicated that it will accept electronic responses to this notice via the Postbox facility. A user guide is available at

https://www.publiccontractsscotland.gov.uk/sitehelp/help_guides.aspx.

Suppliers are advised to allow adequate time for uploading documents and to dispatch the electronic response well in advance of the closing time to avoid any last minute problems.

(SC Ref:806865)

Download the ESPD document here:

https://www.publiccontractsscotland.gov.uk/ESPD/ESPD_Download.aspx?id=806865

VI.4) Procedures for review

VI.4.1) Review body

Edinburgh Sheriff Court

Edinburgh

Country

United Kingdom

