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Tender

Internal Audit Services

East Midlands Housing Group

UK4: Tender notice - Procurement Act 2023 - [view information about notice types](#)

Notice identifier: 2025/S 000-050194

Procurement identifier (OCID): ocds-h6vhtk-058b5a

Published 20 August 2025, 1:54pm

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Scope

Description

Suppliers are invited to tender for the provision of East Midland Housing Group's internal audit services for the next three to six years.

Total value (estimated)

- £500,000 excluding VAT
- £600,000 including VAT

Above the relevant threshold

Contract dates (estimated)

- 1 April 2026 to 31 March 2029
- Possible extension to 31 March 2032
- 6 years

Description of possible extension:

The initial contract term will be from 1 April 2026 until 31 March 2029. The contract may be extended for a further three years in annual increments at the sole discretion of EMH.

Main procurement category

Services

CPV classifications

- 79212200 - Internal audit services

Contract locations

- UKF - East Midlands (England)

Participation

Legal and financial capacity conditions of participation

All conditions of participation, selection and award criteria are outlined in the tender documents.

Technical ability conditions of participation

All conditions of participation, selection and award criteria are outlined in the tender documents.

Particular suitability

Small and medium-sized enterprises (SME)

Submission

Submission type

Requests to participate

Deadline for requests to participate

24 September 2025, 12:00pm

Submission address and any special instructions

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

https://www.mytenders.co.uk/Register/Register_Start.aspx

Additional information can be obtained from the above-mentioned address.

Tenders or requests to participate must be submitted electronically via

https://www.mytenders.co.uk/Register/Register_Start.aspx

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

Tenders may be submitted electronically

Yes

Languages that may be used for submission

English

Suppliers to be invited to tender

Maximum 4 suppliers

Selection criteria:

All conditions of participation, selection and award criteria are outlined in the tender documents.

Award decision date (estimated)

17 November 2025

Award criteria

Name	Type	Weighting
Non-Price	Quality	60.00%
Price	Price	40.00%

Other information

Payment terms

After the award of the initial contract, EMH shall provide a purchase order for the 2026/2027 audit, which will provide invoicing instructions. A new purchase order shall be provided each year, allowing for the price increases above.

Conflicts assessment prepared/revised

Yes

Procedure

Procedure type

Competitive flexible procedure

Competitive flexible procedure description

The first stage will invite requests to participate, with suppliers asked to answer standard some standard selection questions, as well as some scored selection questions. These responses will be assessed against the stated criteria and four suppliers will be invited to tender.

The tender stage will ask suppliers to submit a written proposal, as well as to present their tenders to the evaluation panel over Teams. Both written proposals, along with the presented tenders will be assessed against the stated criteria. The highest scored tender will be awarded the contract.

Justification for not publishing a preliminary market engagement notice

Did not carry out preliminary market engagement

Contracting authority

East Midlands Housing Group

- Companies House: IP030476

Memorial House

Coalville

LE67 4JP

United Kingdom

Contact name: Kylie Glover-King

Telephone: +44 1530 444044

Email: procurement@emh.co.uk

Website: <http://www.emh.co.uk>

Region: UKF22 - Leicestershire CC and Rutland

Organisation type: Public undertaking (commercial organisation subject to public authority oversight)