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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 000-050203

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

Published 20 August 2025, 2:01pm

## Changes to notice

This notice has been edited. The [previous version](#) is still available.

Change to selection stage deadline from 24th September 2025 to 17th September 2025 due to an admin error.

## 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)

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## **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)

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## **Submission**

### **Submission type**

Requests to participate

### **Deadline for requests to participate**

17 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](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](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

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**Award criteria**

<b>Name</b>	<b>Type</b>	<b>Weighting</b>
Non-Price	Quality	60.00%
Price	Price	40.00%

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**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

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**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

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## **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](mailto: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)