

UK-Warrington: accounting, auditing and fiscal services

OJ S 19/2012 28/01/2012

Contract notice

Services

Directive 2004/18/EC

Section I: Contracting authority

I.1. Name and addresses

Official name: 5 Boroughs Partnership NHS Foundation Trust

Postal address: Hollins Park, Hollins Lane Winwick, Cheshire

Town: Warrington

Postal code: WA2 8WA

Country: United Kingdom

Contact person: Paul Harrison

E-mail: paul.harrison@5bp.nhs.uk

Telephone: +44 1925664859

Fax: +44 1925664433

Internet address(es):

General address of the contracting authority: <http://www.5boroughspartnership.nhs.uk/>

Address of the buyer profile: <http://www.5boroughspartnership.nhs.uk/>

Additional information can be obtained from:

the abovementioned address

Specifications and additional documents (including documents for competitive dialogue and a dynamic purchasing system) can be obtained from:

the abovementioned address

Tenders or requests to participate must be submitted: the abovementioned address

I.2. Type of the contracting authority

Body governed by public law

I.3. Main activity

Health

I.4. Contract award on behalf of other contracting authorities

The contracting authority is purchasing on behalf of other contracting authorities: no

Section II: Object of the contract

II.1. Description

II.1.1. Title attributed to the contract by the contracting authority

Provision of external audit services.

II.1.2. Type of contract and place of performance or delivery

Services

Service category No 9: Accounting, auditing and bookkeeping services

Main site or place of performance: 5 Boroughs Partnership NHS Foundation Trust. Warrington.

NUTS code UKD21 Halton and Warrington

II.1.3. Information about a framework agreement or a dynamic purchasing system

The notice involves a public contract

II.1.4. Information about framework agreement

II.1.5. Short description of the contract or purchase(s)

The principle aim of the contract is to identify and appoint a provider to carry out the statutory audit required under relevant guidance issued through the Foundation Trust's independent regulator, monitor. The provider must carry out its functions in the manner prescribed in the audit code for NHS Foundation Trusts, issued by monitor. This will include providing an opinion on the following:

- That the accounts have been prepared in accordance with the relevant statutes, regulations and directions,
- That proper practices have been observed in the compilation of the accounts,
- That proper arrangements have been made for securing economy, efficiency and effectiveness in the use of resources,
- That the quality report has been prepared in accordance with the detailed guidance issued by monitor.

The provider will also be required to:

- Consider the completeness of disclosures in the annual governance statement and identify any inconsistencies between the disclosures and any information that the auditor may be aware of,
- Review the annual report and consider the implications for the audit opinion if there are apparent misstatements of fact or material inconsistencies with the financial statements.

II.1.6. CPV code(s)

79200000 Accounting, auditing and fiscal services, 79212000 Auditing services, 79212100 Financial auditing services, 79212300 Statutory audit services

II.1.7. Information about the Government Procurement Agreement (GPA)

The procurement is covered by the Government Procurement Agreement: yes

II.1.8. Lots

This contract is divided into lots: no

II.1.9. Information about variants

Variants will be accepted: no

II.2. Scope of the procurement

II.2.1. Total quantity or scope

Contract term - 36 months with an option to extend for a further 2 x 12 month periods.

II.2.2. Information about options

Options: no

II.2.3. Information about renewals

This contract is subject to renewal: no

II.3. Duration of the contract or time limit for completion

Duration in months: 60 (from the award of the contract)

Section III: Legal, economic, financial and technical information

III.1. Conditions related to the contract

III.1.1. Deposits and guarantees required

A performance bond and/or a parent guarantee may be required.

III.1.2. Main financing conditions and payment arrangements and/or reference to the relevant provisions governing them

As detailed in the tender documentation. Payment will be in pounds sterling and will be made by means of electronic transfer.

III.1.3. Legal form to be taken by the group of economic operators to whom the contract is to be awarded

Joint & several liability.

III.1.4. Contract performance conditions

The performance of the contract is subject to particular conditions: yes

Description of particular conditions: NHS terms and conditions of contract shall govern all contractual arrangements entered into as a result of this procurement exercise.

III.2. Conditions for participation

III.2.1. Suitability to pursue the professional activity, including requirements relating to enrolment on professional or trade registers

List and brief description of conditions: III.2.1) Personal situation of economic operators, including requirements relating to enrolment on professional or trade registers.

Information and formalities necessary for evaluating if the requirements are met:

- a) Is being bankrupt or is being wound up, where his affairs are being administered by the Court, where he entered into an arrangement with creditors, where he has suspended business activities or is in any analogous situation arising from a similar procedure under national laws and regulations;
- b) Is the subject of proceedings for a declaration of bankruptcy, for an order for compulsory winding up or administration by the Court or of an arrangement with creditors or of any other similar proceedings under national laws and regulations;
- c) Has been convicted by a judgement which has the force of res judicata in accordance with the legal provisions of the country of any offence concerning his professional conduct;
- d) Has been guilty of grave professional misconduct proven by any means which the contracting authorities can demonstrate;
- e) Has not fulfilled any obligations relating to the payment of social security contributions in accordance with the legal provisions of the country in which he is established or with those of the country of the contracting authority;
- f) Has not fulfilled obligations relating to the payment of taxes in accordance with the legal provisions of the country in which he is established or with those of the country of the contracting authority;
- g) Is guilty of serious misrepresentation in supplying the information required under this section or has not supplied such information;
- h) Has been the subject of a conviction for participation in a criminal organisation as defined in Article 2(1) of Council Joint Action 98/733/JHA;
- i) Has been the subject of a conviction for corruption, as defined in Article 3 of the Council Act of 26.5.1972 and Article 3(1) of Council Joint Action 98/742/JHA3 respectively;
- j) Has been the subject of a conviction for fraud within the meaning of Article 1 of the Convention relating to the protection of the financial interests of the European Communities;
- k) Has been the subject of a conviction for money laundering, as defined in Article 1 of Council Directive 91/308/EEC of 10.6.1991 on prevention of the use of the financial system for the

purpose of money laundering.

To collect general PQQ Supplier information and to manage expressions of interest within this procurement exercise The 5 Boroughs Partnership NHS Foundation Trust utilises the NHS Supplier Information Database (sid4health) to assess and manage pre-qualification information in the form of a profile.

- i) Candidates must have a Dun & Bradstreet (D&B) D-U-N-S(R) number to enable them to register on sid4health and is standard supplier coding for the NHS and must be obtained to enable all trading with the NHS. This is normally provided within 48 hours but may take up to 5 days (turnaround time quoted is for UK subjects. Non-UK subjects (businesses registered outside the UK) should use www.dnb.com and chose the country in which the business is registered from the selection at the top of the page and then search for a DUNS request form. Please contact the customer services team in the event of difficulty). Turnaround times will vary from country to country, so please ensure this step is completed as soon as possible;
- ii) Once registration has been processed by the sid4health administrator, access the profile management area and validate and publish your sid4health company profile;
- iii) Candidates should ensure all the mandatory fields of the sid4health profile are completed. Failure to comply with the completion of all mandatory fields may result in elimination from the procurement process at PQQ stage. D&B data will be supplied automatically by D&B;
- iv) Where access to sid4health is unavailable, please contact the sid4health helpdesk at help@sid4health.nhs.uk;
- v) The Trust may issue supplementary PQQs to further support and validate applications. Failure to complete either the sid4health profile or the PQQ comprehensively may lead to exclusion from the tender process.

III.2.2. Economic and financial ability

List and brief description of conditions: a) Certificate of enrolment on the professional or trade register under the condition laid down by the laws of the member state in which he is established, for instance on the Register of Companies in the United Kingdom and Ireland or declaration on oath or solemn declaration. Please send this information with your expression of interest only if this information has not been registered on the sid4health NHS database;

b) Appropriate statements from bankers;

c) The submission of the firm's balance sheets or extracts there from, where publication of a balance sheet is required under company law in the country in which the supplier is established;

d) A statement of the firm's overall turnover and its turnover in respect of the goods to which the contract relates for the previous 3 financial years.

This information must be included within your sid4health profile.

III.2.3. Technical and professional ability

List and brief description of conditions:

a) List of the principal deliveries effected in the past 3 years, with the sums, dates and recipients, public or private, involved: in case of public contracting authorities, evidence to be in the form of certificates issued or countersigned by the competent authority; in the case of private purchasers, delivery to be certified by the purchaser or, failing this, simply declared by the supplier to have been effected;

b) A description of the firm's technical facilities, its measures for ensuring quality and its study and research facilities. Please send this information with your expression of interest only if this information has not been registered on the sid4health NHS database;

c) Certificate of enrolment on the professional or trade register under the condition laid down

by the laws of the member state in which ie is established, for instance on the Register of Companies in the United Kingdom and Ireland or declaration on oath or solemn declaration. Please send this information with your expression of interest only if this information has not been registered on the sid4health NHS database;

d) Appropriate statement from bankers;

e) The submission of the firms balances sheets or extracts there from, where publication of a balance sheet is required under company law in the country in which the supplier established;

f) A statement of the firms overall turnover and its turnover in respect of the goods to which the contract relates for the previous 3 financial years. Please send this information with your expression of interest only if this information has not been registered on the sid4health NHS database.

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III.2.4. Information about reserved contracts

III.3. Conditions specific to services contracts

III.3.1. Information about a particular profession

Execution of the service is reserved to a particular profession: no

III.3.2. 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: yes

Section IV: Procedure

IV.1. Type of procedure

IV.1.1. Type of procedure

Restricted

IV.1.2. Information about the limits on the number of candidates to be invited

Envisaged minimum number 5

IV.1.3. Information about reduction of the number of solutions or tenders during negotiation or dialogue

IV.2. Award criteria

IV.2.1. Award criteria

The most economically advantageous tender in terms of Price is not the only award criterion and all criteria are stated only in the procurement documents

IV.2.2. Information about electronic auction

An electronic auction will be used: no

IV.3. Administrative information

IV.3.1. File reference number attributed by the contracting authority

IV.3.2. Previous publication concerning this procedure

no

IV.3.3. Conditions for obtaining specifications and additional documents or descriptive document

IV.3.4. Time limit for receipt of tenders or requests to participate

9.3.2012 - 12:00

IV.3.5. Estimated date of dispatch of invitations to tender or to participate to selected candidates

IV.3.6. Languages in which tenders or requests to participate may be submitted

English.

IV.3.7. Minimum time frame during which the tenderer must maintain the tender

IV.3.8. Conditions for opening of tenders

Section VI: Complementary information

VI.1. Information about recurrence

This is a recurrent procurement: yes

Estimated timing for further notices to be published: Every 3-5 years (depending upon the extension option).

VI.2. Information about European Union funds

The procurement is related to a project and/or programme financed by European Union funds:
no

VI.3. Additional information

Details of formalities necessary for evaluating if requirements are met will be provided in the Pre-qualification questionnaire.

Interested organisations should submit their details to include the providers name, registered address, contact email address, name, position, and telephone number.

Interested organisations may request a pre-qualification questionnaire by emailing their expression of interest to: Paul.harrison@5bp.nhs.uk, or by contacting in writing: Paul Harrison, procurement manager, 5 boroughs partnership NHS Foundation Trust, Hollins Park, Hollins Lane, Warrington, Cheshire, WA2 8WA Winwick, UNITED KINGDOM.

Contract term maximum will be 48 months (36 plus option to extend for a further 12 months).

VI.4. Procedures for review

VI.4.1. Review body

VI.4.2. Review procedure

VI.4.3. Service from which information about the review procedure may be obtained

VI.5. Date of dispatch of this notice

26.1.2012