

United Kingdom-London: Accounting and auditing services

OJ S 90/2015 09/05/2015

Contract notice

Services

Directive 2004/18/EC

Section I: Contracting authority

I.1. Name and addresses

Official name: Churchmarketplace Ltd

Postal address: Churchmarketplace c/o 2buy2, Room 2, Pencoed Technology Centre

Pencoed, CF35 5HZ

Town: London

Postal code: SW1P 1QN

Country: United Kingdom

For the attention of: Andrew Thomas

E-mail: procurement@2buy2.com; andrew.thomas@2buy2.com

Telephone: +44 3333201015

Internet address(es):General address of the contracting authority: <http://www.churchmarketplace.org>Electronic access to information: <http://www.2buy2.com/images/content/suppliers/documents/CMP.zip>**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**

Other: National Buying Group representing customers governed by public law

I.3. Main activity

Other: Buying Group for Academies, Schools, Diocese and Charities

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**

Accountancy and Auditing Services for Churchmarketplace (CMP) CMPACC05/15.

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: UK.

NUTS code UK United Kingdom

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

The procurement involves the establishment of a framework agreement

II.1.4. Information about framework agreement

Framework agreement with several operators

Maximum number Envisaged maximum number of participants to the framework agreement : 15

Duration of the framework agreement

Duration in years: 3

Estimated total value of purchases for the entire duration of the framework agreement

Estimated value excluding VAT:

Range: between 1 000 000 and 5 000 000 GBP

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

Provision of statutory and additional Accountancy and Auditing Services for Churchmarketplace (CMP) members including Academies, Schools and Dioceses.

II.1.6. CPV code(s)

79210000 Accounting and auditing services

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

The procurement is covered by the Government Procurement Agreement: no

II.1.8. Lots

This contract is divided into lots: yes

Tenders may be submitted for one or more lots

II.1.9. Information about variants

Variants will be accepted: no

II.2. Scope of the procurement

II.2.1. Total quantity or scope

Values are estimated between 1 000 000 GBP and 3 000 000 GBP across all lots throughout the duration of the contract. The wide range is due to the fact that no individual organisations can be mandated to utilise the contract therefore no business is guaranteed under any resulting framework agreement. A large amount of marketing and personal contact with end users may be required to create significant volume of uptake under this contract. Any bidders taking part in this process should do so on the basis that they fully understand and agree to the nature of this agreement. The value may build up over the course of the contract due to increasing awareness of the contract as well as new needs arising among buying group users.

Estimated value excluding VAT:

Range: between 1 000 000 and 5 000 000 GBP

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: 36 (from the award of the contract)

Information about lots

Lot No: 1

Lot title: Accountancy and Auditing Services for Catholic Academies

1) Short description

Provision of both statutory and additional accountancy and auditing services relevant for catholic academies.

2) CPV code(s)

79210000 Accounting and auditing services

3) Quantity or scope

1. Essential Requirements (Statutory) for Lots 1, 2 and 3, shall include but not be limited to: Appropriate Statutory and Regulatory Audit.

Audit of Annual Accounts Return.

Teachers' Pension end of year Certificate Audit (as appropriate).

Preparation of Statutory Accounts.

Preparation of tax returns, etc.

Compliance with Charities SORP (as appropriate).

2. Additional Services for Lots 1, 2 and 3 shall include but not be limit to:

Advice and assistance with:

- the year-end process;
- preparation of March Returns;
- preparation Annual Accounts Returns;
- preparation of Budget forecasts;
- company secretarial compliance;
- reporting packs for governors;
- governance and risk management;
- Gift aid.

Estimated value excluding VAT:

Range: between 500 000 and 2 500 000 GBP

4) Indication about different time frame or duration

5) Additional information about lots

Lot No: 2

Lot title: Accountancy and Auditing Services for Catholic Schools

1) Short description

Provision of both statutory / essential and additional Accountancy and Auditing Services for Catholic Schools.

2) CPV code(s)

79210000 Accounting and auditing services

3) Quantity or scope

1. Essential Requirements (Statutory) for Lots 1, 2 and 3, shall include but not be limited to: Appropriate Statutory and Regulatory Audit.

Audit of Annual Accounts Return..

Teachers' Pension end of year Certificate Audit (as appropriate).

Preparation of Statutory Accounts.

Preparation of tax returns, etc.

Compliance with Charities SORP (as appropriate).

2. Additional Services for Lots 1, 2 and 3 shall include but not be limit to:

Advice and assistance with:

- the year-end process;
- preparation of March Returns;
- preparation Annual Accounts Returns;
- preparation of Budget forecasts;
- company secretarial compliance;
- reporting packs for governors;
- governance and risk management;
- Gift aid.

Estimated value excluding VAT:

Range: between 250 000 and 1 250 000 GBP

4) Indication about different time frame or duration

5) Additional information about lots

Lot No: 3

Lot title: Accountancy and Auditing Services for Catholic Dioceses

1) Short description

Provision of both statutory and additional Accountancy and Auditing Services for Catholic Dioceses.

2) CPV code(s)

79210000 Accounting and auditing services

3) Quantity or scope

1. Essential Requirements (Statutory) for Lots 1, 2 and 3, shall include but not be limited to: Appropriate Statutory and Regulatory Audit.

Audit of Annual Accounts Return.

Teachers' Pension end of year Certificate Audit (as appropriate).

Preparation of Statutory Accounts.

Preparation of tax returns, etc.

Compliance with Charities SORP (as appropriate).

2. Additional Services for Lots 1, 2 and 3 shall include but not be limit to:

Advice and assistance with:

- the year-end process;
- preparation of March Returns;
- preparation Annual Accounts Returns;
- preparation of Budget forecasts;
- company secretarial compliance;
- reporting packs for governors;
- governance and risk management;
- Gift aid.

Estimated value excluding VAT:

Range: between 250 000 and 1 250 000 GBP

4) Indication about different time frame or duration

5) Additional information about lots

Section III: Legal, economic, financial and technical information

III.1. Conditions related to the contract

III.1.1. Deposits and guarantees required

Details to be provided in the Invitation to Tender.

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

Details to be provided in the Invitation to Tender.

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

Where a consortium or other grouping of suppliers submits a bid, such consortia or grouping must nominate a lead organisation to deal with Churchmarketplace on all matters relating to the Framework Agreement. All consortium members or grouping will be required to be jointly and severally liable in respect to the obligations and liabilities relating to the Framework Agreement.

III.1.4. Contract performance conditions

The performance of the contract is subject to particular conditions: no

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: Details to be provided in the Invitation to Tender.

III.2.2. Economic and financial ability

List and brief description of conditions: Details to be provided in the Invitation to Tender.

III.2.3. Technical and professional ability

List and brief description of conditions:
Details to be provided in the Invitation to Tender.

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: yes
Reference to the relevant law, regulation or administrative provision: Please see tender specifications.

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

Open

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

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

12.6.2015 - 14:00

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

Duration in months: 6 (from the date stated for receipt of tender)

IV.3.8. Conditions for opening of tenders

Persons authorised to be present at the opening of tenders: no

Section VI: Complementary information

VI.1. Information about recurrence

This is a recurrent procurement: no

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

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

6.5.2015