

UK-Swindon: Auditing services

OJ S 103/2013 30/05/2013

Contract notice

Services

Directive 2004/18/EC

Section I: Contracting authority

I.1. Name and addresses

Official name: Greensquare Group

Postal address: Barbury House Stonehill Green Westlea

Town: Swindon

Postal code: SN5 7HB

Country: United Kingdom

Additional information can be obtained from:

Official name: PTCD Ltd

Postal address: Stirling House, 6 The Courtyard, Harris Business Park, Hanbury Road

Town: Bromsgrove, Worcestershire

Postal code: B60 4DJ

Country: United Kingdom

For the attention of: Derek Marshall

E-mail: Derek.Marshall@plan2do.net

Telephone: +44 1527558111

Fax: +44 1527558101

Internet address: www.xantive.com

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

Official name: PTCD Ltd

Postal address: Stirling House, 6 The Courtyard, Harris Business Park, Hanbury Road

Town: Bromsgrove, Worcestershire,

Postal code: B60 4DJ

Country: United Kingdom

For the attention of: Derek Marshall

E-mail: Derek.Marshall@plan2do.net

Telephone: +44 1527558111

Fax: +44 1527558101

Internet address: www.xantive.com

Tenders or requests to participate must be submitted: Official name: PTCD Ltd

Postal address: Stirling House, 6 The Courtyard, Harris Business Park, Hanbury Road,

Town: Bromsgrove,

Postal code: B60 4DJ

Country: United Kingdom

For the attention of: Derek Marshall

E-mail: Derek.Marshall@plan2do.net

Telephone: +44 1527558111

Fax: +44 1527558101

Internet address: www.xantive.com

I.2. Type of the contracting authority

Body governed by public law

I.3. Main activity

Housing and community amenities

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

Greensquare Group - External Audit and Tax 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: North Wiltshire and Oxfordshire.

NUTS code UKJ14 Oxfordshire

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)

There are two services GSG require that we intend to award through this tender process, subject to acceptable responses (see the terms and conditions).

Our External Auditing Service, for up to five years, subject to performance.

Taxation advice services, for up to five years, subject to performance.

II.1.6. CPV code(s)

79212000 Auditing services, 79221000 Tax consultancy 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

II.2.2. Information about options

II.2.3. Information about renewals

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

Duration in months: 48 (from the award of the contract)

Information about lots

Lot No: 1

Lot title: External Auditing Service

- 1) **Short description**
- 2) **CPV code(s)**
79212000 Auditing services
- 3) **Quantity or scope**
- 4) **Indication about different time frame or duration**
- 5) **Additional information about lots**

Lot No: 2

Lot title: Taxation advice services

- 1) **Short description**
- 2) **CPV code(s)**
79221000 Tax consultancy services
- 3) **Quantity or scope**
- 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

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

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

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: The information that will be required concerning the personal situation, the economic and financial capacity and the technical capacity of economic operators will be detailed in the Invitation to Tender documents that will be issued in connection with this contract. Details as to how these documents apply, how they can be obtained and the instructions for returning them are included in sections IV) and VI) hereunder.

III.2.2. Economic and financial ability

List and brief description of conditions: Please refer to III.2.1) above.

III.2.3. Technical and professional ability

List and brief description of conditions:
Please refer to III.2.1) above.

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: no

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 Criteria below

1. Quality. Weighting 60
2. Costs. Weighting 40

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

Payable documents: no

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

12.7.2013 - 13:00

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: 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

In order to Obtain information for this tender log on to the 'Plan2Do Tender Platform' web site:

- 1) Click the link <http://plan2do.supplierselect.com/rfp/>
- 2) Click the link 'I am a respondent'.
- 3) Click the link "Create a new organization account".
- 4) Register an account.
- 5) Login with new details.
- 6) Click "Public Projects / Public Tenders".
- 7) Click "Create Invitation / Register for this Tender" for the "GSG External Audit and Tax Services" tender.
- 8) Change Status to 'accepted'.
- 9) Complete questionnaire displayed and change status to 'submitted'.

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

28.5.2013