

UK-Belfast: accounting, auditing and fiscal services

OJ S 137/2012 19/07/2012

Contract notice

Services

Directive 2004/18/EC

Section I: Contracting authority

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**I.1. Name and addresses**

Official name: Oaklee Homes Group Ltd

Postal address: Oaklee Homes Group Leslie Morrell House 37-41 May Street

Town: Belfast

Postal code: BT1 4DN

Country: United Kingdom

For the attention of: Ross McDonnell

E-mail: [contracts@oaklee.org.uk](mailto:contracts@oaklee.org.uk)

Telephone: +44 2890441398

**Internet address(es):**

General address of the contracting authority: [www.oaklee.org.uk](http://www.oaklee.org.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**

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

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**II.1. Description**

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

Internal and 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: Belfast.

NUTS code UKN Northern Ireland

**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)**

Lot 1:

The scope of the service includes the statutory audit of all legal entities within the group and tax compliance work.

Estimated Fees and contract duration.

40k GBP per annum for 5 years.

Lot 2:

The scope of the service includes the internal audit of all legal entities within the group.

Estimated Fees and contract duration.

30k GBP per annum for 5 years.

#### **II.1.6. CPV code(s)**

79200000 Accounting, auditing and fiscal services, 79210000 Accounting and auditing services , 79212000 Auditing services, 79212100 Financial auditing services, 79212110 Corporate governance rating services, 79212200 Internal audit services, 79212300 Statutory audit services, 79212400 Fraud audit 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**

The contract will be separated into two (2) lots. Applicants should be aware at the time of issuing the Contract Notice, industry best practice would suggest that one single Economic Operator cannot provide the service of Internal and External Audit. Oaklee Homes Group will therefore state that at ITT stage applicants will, as part of their submission select which lot is their preferred option.

Such preferences will only be opened in the event of a single economic operator being successful in both lots.

In the event of the above the Contracting Authority will open the preferred lot section and award the successful applicant the preferred Lot.

The second ranking Economic Operator will be awarded the other Lot.

Applicants should note that taking part in this competition is subject the aforementioned terms.

The contract is for five years and wil cover the following:

Lot1:

The scope of the service includes the statutory audit of all legal entities within the group and tax compliance work.

Estimated Fees and contract duration.

40k GBP per annum for 5 years.

Lot2:

The scope of the service includes the internal audit of all legal entities within the group.

Estimated Fees and contract duration.  
30k GBP per annum for 5 years.  
Estimated value excluding VAT: 350 000,00 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: 60 (from the award of the contract)

Information about lots

Lot No: 1

Lot title: 1 External Audit Service

### **1) Short description**

The scope of the service includes the statutory audit of all legal entities within the group and tax compliance work.

Estimated Fees and contract duration.  
40k GBP per annum for 5 years.

### **2) CPV code(s)**

79200000 Accounting, auditing and fiscal services, 79210000 Accounting and auditing services , 79212000 Auditing services, 79212100 Financial auditing services, 79212110 Corporate governance rating services, 79212200 Internal audit services, 79212300 Statutory audit services, 79212400 Fraud audit services

### **3) Quantity or scope**

The scope of the service includes the statutory audit of all legal entities within the group and tax compliance work.

Estimated Fees and contract duration.  
40k GBP per annum for 5 years.  
Estimated value excluding VAT: 200 000,00 GBP

### **4) Indication about different time frame or duration**

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

### **5) Additional information about lots**

The contract will be separated into two (2) lots. Applicants should be aware at the time of issuing the Contract Notice, industry best practice would suggest that one single Economic Operator cannot provide the service of Internal and External Audit. Oaklee Homes Group will therefore state that at ITT stage applicants will, as part of their submission select which lot is their preferred option.

Such preferences will only be opened in the event of a single economic operator being successful in both lots.

In the event of the above the Contracting Authority will open the preferred lot section and award the successful applicant the preferred Lot.

The second ranking Economic Operator will be awarded the other Lot.

Applicants should note that taking part in this competition is subject the aforementioned terms.

Lot No: 2

Lot title: Lot2 Internal Audit Service

**1) Short description**

The scope of the service includes the internal audit of all legal entities within the group.  
Estimated Fees and contract duration.  
30k GBP per annum for 5 years.

**2) CPV code(s)**

79200000 Accounting, auditing and fiscal services, 79210000 Accounting and auditing services , 79212000 Auditing services, 79212100 Financial auditing services, 79212110 Corporate governance rating services, 79212200 Internal audit services, 79212300 Statutory audit services, 79212400 Fraud audit services

**3) Quantity or scope**

The scope of the service includes the internal audit of all legal entities within the group.  
Estimated Fees and contract duration.  
30k GBP per annum for 5 years.  
Estimated value excluding VAT: 1 500 000,00 GBP

**4) Indication about different time frame or duration**

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

**5) Additional information about lots**

The contract will be separated into two (2) lots. Applicants should be aware at the time of issuing the Contract Notice, industry best practice would suggest that one single Economic Operator cannot provide the service of Internal and External Audit. Oaklee Homes Group will therefore state that at ITT stage applicants will, as part of their submission select which lot is their preferred option.

Such preferences will only be opened in the event of a single economic operator being successful in both lots.

In the event of the above the Contracting Authority will open the preferred lot section and award the successful applicant the preferred Lot.

The second ranking Economic Operator will be awarded the other Lot.

Applicants should note that taking part in this competition is subject the aforementioned terms.

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**Section III: Legal, economic, financial and technical information**

**III.1. Conditions related to the contract**

**III.1.1. Deposits and guarantees required**

The Contracting Authority may require guarantees or other security acceptable to the Contracting Authority from tenderers. To be detailed in the Invitation to Tender.

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

To be detailed 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**

Subject to the status and involvement of the parties, the Contracting Authority may require parties to commit to joint and several liability in respect of the Contract. Alternatively, the Contracting Authority may expect the lead operator to take total responsibility. The Contracting Authority may require collateral warranties, parent company guarantees and / or performance bonds (as applicable) to be entered into by other economic operators.

#### **III.1.4. Contract performance conditions**

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

Description of particular conditions: The requirements will be consistent with those permitted under Directive 2004/18/EC and will be detailed in the Memorandum of Information and Pre-qualification Questionnaire.

The contract will be separated into two (2) lots. Applicants should be aware at the time of issuing the Contract Notice, industry best practice would suggest that one single Economic Operator cannot provide the service of Internal and External Audit. Oaklee Homes Group will therefore state that at ITT stage applicants will, as part of their submission select which lot is their preferred option.

Such preferences will only be opened in the event of a single economic operator being successful in both lots.

In the event of the above the Contracting Authority will open the preferred lot section and award the successful applicant the preferred Lot.

The second ranking Economic Operator will be awarded the other Lot.

Applicants should note that taking part in this competition is subject the aforementioned terms.

#### **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 requirements will be consistent with those permitted under Directive 2004/18/EC and will be detailed in the Memorandum of Information and Pre-qualification Questionnaire.

##### **III.2.2. Economic and financial ability**

List and brief description of conditions: The requirements will be consistent with those permitted under Directive 2004/18/EC and will be detailed in the Memorandum of Information and Pre-qualification Questionnaire.

Minimum level(s) of standards possibly required: The requirements will be consistent with those permitted under Directive 2004/18/EC and will be detailed in the Memorandum of Information and Pre-qualification Questionnaire.

##### **III.2.3. Technical and professional ability**

List and brief description of conditions:

The requirements will be consistent with those permitted under Directive 2004/18/EC and will be detailed in the Memorandum of Information and Pre-qualification Questionnaire.

Minimum level(s) of standards possibly required:

The requirements will be consistent with those permitted under Directive 2004/18/EC and will be detailed in the Memorandum of Information and Pre-qualification Questionnaire.

##### **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**

Accelerated restricted

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

Envisaged number of candidates: 12

Objective criteria for choosing the limited number of candidates: In accordance with Regulation 16, the minimum number of economic operators shall not be less than 5. The envisaged number of operators is currently 6 per lot and ties, the total is therefore 12 and ties.

##### **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**

Internal and External Audit Service (corp01/12)

##### **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**

6.8.2012 - 15:00

##### **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**

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##### **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**

The Contracting Authority will not be responsible for any costs, charges or expenses incurred by candidates participating in this tender competition. The cost of responding to the pre-qualification questionnaire package (PQQP) and any subsequent invitation to tender and participation in the procurement process generally will be borne solely by each economic operator participating. A Memorandum of Information and pre-qualification questionnaire package (PQQP) is available in respect of the project referred to in Section I above. Economic operators should note that the Contracting Authority reserves the right to cancel this procurement process at any stage.

Any expenditure, work or effort undertaken prior to the contract award is at the sole risk of the economic operator participating in this procurement process. All discussion and correspondence will be deemed strictly "subject to contract" until a formal contract is entered into. The formal contract shall not be binding until it has been signed and dated by the duly authorized representatives of the parties. Any date given in Section IV above is a best estimate at the time of despatch. The Contracting Authority reserves the right to extend any such date within the scope of the applicable procurement regulations.

Further to Section IV.1.2 above, and for the avoidance of doubt the number of Economic Operators who will be invited to tender will be restricted to [6] Economic Operators per Lot.

### **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**

17.7.2012