

UK-Birmingham: internal audit services

OJ S 159/2012 21/08/2012

Contract notice

Services

Directive 2004/18/EC

Section I: Contracting authority

I.1. Name and addresses

Official name: Gambling Commission

Postal address: Victoria Square House, Victoria Square

Town: Birmingham

Postal code: B2 4BP

Country: United Kingdom

Contact person: Finance Department

For the attention of: Joanne Cook

E-mail: jo.cook@gamblingcommission.gov.uk

Telephone: +44 1212306518

Fax: +44 1212306720

Internet address(es):

General address of the contracting authority: www.gamblingcommission.gov.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

Recreation, culture and religion

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 Internal Audit Services.

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

Services

Service category No 9: Accounting, auditing and bookkeeping services

NUTS code

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

II.1.4. Information about framework agreement

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

Internal audit services. The Gambling Commission and National Lottery Commission who are currently co-habiting in Birmingham waiting for the merger (1.4.2013?) following public consultation, are looking for a Contractor/s to provide Internal Audit Services to the organisation.

Contractors who submit an Expression of Interest will receive a Pre Qualification Questionnaire for completion requesting information against such categories as:

- Company Information,
- Key Personnel,
- Internal Audit Approach,
- Company Experience.

The Questionnaires will be scored against a criteria detailed with the documentation that will be forwarded to all contractors.

II.1.6. CPV code(s)

79212200 Internal 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: 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

The successful contractor/s will be required to provide the following brief scope to the Commission:

- 1) Agreeing and reviewing an Audit Programme;
- 2) Attending Audit Committee Meeting;
- 3) Liasing with External Auditors;
- 4) Attending Risk Management Committee.

Estimated value excluding VAT:

Range: between 177 000 and 265 000 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

Start 1.4.2013. Completion 31.3.2016

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

III.2.2. Economic and financial ability

List and brief description of conditions: (a) Appropriate statements from banks or, where appropriate, evidence of relevant professional risk indemnity insurance.

(b) The presentation of balance-sheets or extracts from the balance-sheets, where publication of the balance-sheet is required under the law of the country in which the economic operator is established.

(c) A statement of the undertaking's overall turnover and, where appropriate, of turnover in the area covered by the contract for a maximum of the last three financial years available, depending on the date on which the undertaking was set up or the economic operator started trading, as far as the information on these turnovers is available.

III.2.3. Technical and professional ability

List and brief description of conditions:

(b) A list of the principal deliveries effected or the main services provided in the past three years, with the sums, dates and recipients, whether public or private, involved. Evidence of delivery and services provided shall be given: - where the recipient was a contracting authority, in the form of certificates issued or countersigned by the competent authority, - where the recipient was a private purchaser, by the purchaser's certification or, failing this, simply by a declaration by the economic operator.

(e) Where the products or services to be supplied are complex or, exceptionally, are required for a special purpose, a check carried out by the contracting authorities or on their behalf by a competent official body of the country in which the supplier or service provider is established, subject to that body's agreement, on the production capacities of the supplier or the technical capacity of the service provider and, if necessary, on the means of study and research which are available to it and the quality control measures it will operate.

(f) The educational and professional qualifications of the service provider or contractor and/or those of the undertaking's managerial staff and, in particular, those of the person or persons responsible for providing the services or managing the work.

(h) A statement of the average annual manpower of the service provider or contractor and the number of managerial staff for the last three years.

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: and Maximum number 10

Objective criteria for choosing the limited number of candidates: Those successful contractors are chosen by scoring against the evaluation criteria of their completed Pre Qualification Questionnaire.

The Criteria by which contractors will be scored against are:

- 1) Experience.
- 2) Quality of Information including Y/N answers.
- 3) Description of proposed service.

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

Prior information notice

Notice number in the OJ S: [2012/S 82-134613](#) of 25.4.2012

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

Time limit for receipt of requests for documents or for accessing documents: 18.9.2012 - 12:00

Payable documents: no

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

24.9.2012 - 12:00

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

17.10.2012

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

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

GO Reference: GO-2012817-PRO-4165153.

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

17.8.2012