

**United Kingdom-London: Internal audit services**  
**OJ S 215/2016 08/11/2016**  
**Contract notice**  
**Services**

**Legal Basis:**

Directive 2014/24/EU

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**Section I: Contracting authority**

**I.1. Name and addresses**

Official name: Notting Hill Housing Trust

Postal address: Bruce Kenrick House, 2 Killick Street

Town: London

NUTS code: UKI London

Postal code: N1 9FL

Country: United Kingdom

Contact person: Darren Sullivan

E-mail: [tenders@nhhg.org.uk](mailto:tenders@nhhg.org.uk)

Telephone: +44 2083574577

**Internet address(es):**

Main address: <https://www.delta-esourcing.com/tenders/UK-London:-Internal-audit-services./49P3AQ9QM2>

**I.3. Communication**

The procurement documents are available for unrestricted and full direct access, free of charge, at: <http://www.delta-esourcing.com/tenders/UK-UK-London:-Internal-audit-services./49P3AQ9QM2>

Additional information can be obtained from the abovementioned address

Tenders or requests to participate must be submitted electronically via: <https://www.delta-esourcing.com/tenders/UK-London:-Internal-audit-services./49P3AQ9QM2>

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

**I.4. Type of the contracting authority**

Body governed by public law

**I.5. Main activity**

Housing and community amenities

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**Section II: Object**

**II.1. Scope of the procurement**

**II.1.1. Title**

Internal Audit Services.

**II.1.2. Main CPV code**

79212200 Internal audit services

**II.1.3. Type of contract**

Services

#### **II.1.4. Short description**

The contracting authority, Notting Hill Housing Trust and its subsidiaries (as such term is defined under section 1159 Companies Act 2006). Known hereafter as the Group, wishes to procure an internal audit service to assist the Audit Committee in the appraisal of the Group's internal control systems and framework.

To assist the Group with appraising, evaluating, testing and reporting on the adequacy, reliability and effectiveness of the design and operation of these systems of internal control over the period covered by this Contract. The Group's Audit Committee will approve the internal audit plan, findings and recommendations.

To perform a risk assessment, develop an internal audit plan, and after it has been approved by the Audit Committee and Project Sponsor, execute the internal audit plan and report the results within the Group's reporting structure including to the Audit Committee and monitor corrective action taken.

#### **II.1.5. Estimated total value**

Value excluding VAT: 600 000,00 GBP

#### **II.1.6. Information about lots**

This contract is divided into lots: no

### **II.2. Description**

#### **II.2.3. Place of performance**

NUTS code: UKI London

Main site or place of performance: LONDON.

#### **II.2.4. Description of the procurement**

The contracting authority, Notting Hill Housing Trust and its subsidiaries (as such term is defined under section 1159 Companies Act 2006). Known hereafter as the Group, wishes to procure an internal audit service to assist the Audit Committee in the appraisal of the Group's internal control systems and framework.

Scope of Services

To assist the Group with appraising, evaluating, testing and reporting on the adequacy, reliability and effectiveness of the design and operation of these systems of internal control over the period covered by this Contract. The Group's Audit Committee will approve the internal audit plan, findings and recommendations.

To perform a risk assessment, develop an internal audit plan, and after it has been approved by the Audit Committee and Project Sponsor, execute the internal audit plan and report the results within the Group's reporting structure including to the Audit Committee and monitor corrective action taken.

The Group has designated the Group Finance Director, as Project Sponsor to receive the results of the service and to make any judgements and decisions that are needed on the basis of the information provided. Group Finance Director will be the principal point of contact. The Project Sponsor is responsible for approving, in conjunction with the Audit Committee, an internal audit plan (content and timing), key performance indicators (KPI's) and the objectives and scope of individual internal audit assignments. In addition, the Project Sponsor will have final responsibility for coordinating with management to evaluate the observations and recommendations and for monitoring corrective action taken.

#### **II.2.5. Award criteria**

Price is not the only award criterion and all criteria are stated only in the procurement documents

#### **II.2.6. Estimated value**

Value excluding VAT: 600 000,00 GBP

#### **II.2.7. Duration of the contract, framework agreement or dynamic purchasing system**

Duration in months: 48

This contract is subject to renewal: no

#### **II.2.10. Information about variants**

Variants will be accepted: no

#### **II.2.11. Information about options**

Options: yes

Description of options:

There is an option to extend the contract for another 2 years (24 months) beyond the initial term of 4 years (48 months). It will be at the sole discretion of NHH to exercise this right to contract extension.

#### **II.2.13. Information about European Union funds**

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

#### **II.2.14. Additional information**

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

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#### **III.1. Conditions for participation**

##### **III.1.2. Economic and financial standing**

Selection criteria as stated in the procurement documents

##### **III.1.3. Technical and professional ability**

Selection criteria as stated in the procurement documents

### **Section IV: Procedure**

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#### **IV.1. Description**

##### **IV.1.1. Type of procedure**

Open procedure

##### **IV.1.3. Information about a framework agreement or a dynamic purchasing system**

##### **IV.1.8. Information about the Government Procurement Agreement (GPA)**

The procurement is covered by the Government Procurement Agreement: no

#### **IV.2. Administrative information**

##### **IV.2.2. Time limit for receipt of tenders or requests to participate**

Date: 05/12/2016 Local time: 16:00

##### **IV.2.3. Estimated date of dispatch of invitations to tender or to participate to selected candidates**

##### **IV.2.4.**

**Languages in which tenders or requests to participate may be submitted**  
English

**IV.2.6. Minimum time frame during which the tenderer must maintain the tender**  
Duration in months: 6 (from the date stated for receipt of tender)

**IV.2.7. Conditions for opening of tenders**  
Date: 05/12/2016 Local time: 16:00

## **Section VI: Complementary information**

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**VI.1. Information about recurrence**  
This is a recurrent procurement: no

**VI.3. Additional information**  
For more information about this opportunity, please visit the Delta eSourcing portal at:  
<https://www.delta-esourcing.com/tenders/UK-UK-London:-Internal-audit-services./49P3AQ9QM2>  
To respond to this opportunity, please click here:  
<https://www.delta-esourcing.com/respond/49P3AQ9QM2>  
GO Reference: GO-2016114-PRO-9064524.

### **VI.4. Procedures for review**

**VI.4.1. Review body**  
Official name: Notting Hill Housing  
Postal address: Bruce Kenrick House  
Town: London  
Postal code: N1 9FL  
Country: United Kingdom

**VI.5. Date of dispatch of this notice**  
04/11/2016