

**United Kingdom-Cardiff: Internal audit services**  
**OJ S 233/2016 02/12/2016**  
**Contract notice**  
**Services**

**Legal Basis:**

Directive 2014/24/EU

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**Section I: Contracting authority**

**I.1. Name and addresses**

Official name: Arts Council Of Wales

Postal address: Bute Place

Town: Cardiff

NUTS code: UKL Wales

Postal code: CF10 5AL

Country: United Kingdom

Contact person: Duncan Lackie

E-mail: [duncan.lackie@arts.wales](mailto:duncan.lackie@arts.wales)

Telephone: +44 2920441337

Fax: +44 2920441400

**Internet address(es):**

Main address: <http://www.arts.wales>

Address of the buyer profile: [http://www.sell2wales.gov.wales/search/Search\\_AuthProfile.aspx?ID=AA0543](http://www.sell2wales.gov.wales/search/Search_AuthProfile.aspx?ID=AA0543)

**I.3. Communication**

The procurement documents are available for unrestricted and full direct access, free of charge, at: <http://www.arts.wales/1287/104825>

Additional information can be obtained from the abovementioned address

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

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

Other type: government sponsored body

**I.5. Main activity**

Recreation, culture and religion

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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**

Arts Council of Wales wishes to invite Tenders for the supply of services in respect of Internal Audit services.

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

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

This contract is divided into lots: no

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

#### **II.2.2. Additional CPV code(s)**

79212000 Auditing services, 79210000 Accounting and auditing services, 79200000 Accounting, auditing and fiscal services, 79212100 Financial auditing services

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

NUTS code: UKL Wales

Main site or place of performance: Cardiff.

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

1.1 Internal audit is an independent appraisal service within Arts Council of Wales which operates as a service to management by measuring and evaluating the effectiveness of the internal control system.

1.2 The principal aim of internal audit is to review and appraise the adequacy, reliability and effectiveness of our internal control system, risk management and governance.

1.3 Internal audit is required to provide:

a) assurance to the Accounting Officer (the Chief Executive) on the propriety, accountability and efficiency with which operations are carried out;

b) an independent opinion to the Accounting Officer on the adequacy and effectiveness of ACW's system of internal control;

c) support to ACW in achieving its objectives;

d) a constructive service to management, particularly in terms of advice on how to rectify shortcomings revealed by the audit. In this respect ACW is seeking recommendations which have an added value emphasis.

1.4 The Internal Audit service will take place in the offices of the Arts Council of Wales, details will be agreed upon contract award with the successful provider.

1.5 The contract is due to commence on 1.4.2017 for 3 years with an option of up to a.

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

Criteria below

Quality criterion - Name: Quality / Weighting: 70 %

Price - Weighting: 30 %

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

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

Duration in months: 36

This contract is subject to renewal: yes

Description of renewals:

Option for further 2 years.

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

Variants will be accepted: no

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

Options: no

#### **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

#### **III.2. Conditions related to the contract**

##### **III.2.3. 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

### **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: yes

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

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

Date: 06/01/2017 Local time: 17:00

##### **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, Welsh

##### **IV.2.6. Minimum time frame during which the tenderer must maintain the tender**

Tender must be valid until: 05/05/2017

##### **IV.2.7. Conditions for opening of tenders**

Date: 09/01/2017 Local time: 11:00

Place:

Arts Council of Wales Cardiff Office.

## Section VI: Complementary information

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### VI.1. Information about recurrence

This is a recurrent procurement: no

### VI.2. Information about electronic workflows

Electronic invoicing will be accepted

Electronic payment will be used

### VI.3. Additional information

Note: to register your interest in this notice and obtain any additional information please visit the Sell2Wales Web Site at [http://www.sell2wales.gov.wales/Search/Search\\_Switch.aspx?ID=58293](http://www.sell2wales.gov.wales/Search/Search_Switch.aspx?ID=58293)

(WA Ref: 58293)

### VI.4. Procedures for review

#### VI.4.1. Review body

Official name: Arts Council Of Wales

Postal address: Bute Place

Town: Cardiff

Postal code: CF10 5AL

Country: United Kingdom

Telephone: +44 2920441326

Fax: +44 2920441400

Internet address: <http://www.arts.wales>

### VI.5. Date of dispatch of this notice

30/11/2016