

United Kingdom-Bedford: Accounting, auditing and fiscal services

OJ S 241/2015 12/12/2015

Contract notice**Services****Directive 2004/18/EC****Section I: Contracting authority**

I.1. Name and addresses

Official name: Grand Union Housing Group

Postal address: Derwent House, Cranfield University Technology Park, University Way,
Cranfield

Town: Bedford

Postal code: MK43 0AZ

Country: United Kingdom

For the attention of: Lowri Willis

E-mail: lwillis@inprovagroup.com

Telephone: +44 1525844590

Internet address(es):General address of the contracting authority: www.grandunionhousing.co.uk/Address of the buyer profile: www.grandunionhousing.co.uk/Electronic access to information: www.mytenders.orgElectronic submission of tenders and requests to participate: www.mytenders.org**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

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: Grand Union Housing Group.

NUTS code UKH2 Bedfordshire and Hertfordshire

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)

Grand Union Housing Group wish to appoint 2 organisations to operate their Internal and External audit functions.

No single organisation can provide both Internal and External audit services.

Note: To register your interest in this notice and obtain any additional information, please visit the myTenders website at: http://www.myTenders.org/Search/Search_Switch.aspx?ID=165255

The buyer has indicated that it will accept electronic responses to this notice via the Postbox facility. A user guide is available at: http://www.myTenders.org/sitehelp/help_guides.aspx

Suppliers are advised to allow adequate time for uploading documents and to dispatch the electronic response well in advance of the closing time to avoid any last minute problems.

II.1.6. CPV code(s)

79200000 Accounting, auditing and fiscal services, 79212100 Financial auditing services, 79212200 Internal audit services, 79212000 Auditing services, 79212300 Statutory audit services

II.1.7. Information about the Government Procurement Agreement (GPA)

The procurement is covered by the Government Procurement Agreement: yes

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

Grand Union Housing Group wish to appoint 2 organisations to operate their Internal and External audit functions.

Estimated value excluding VAT:

Range: between 515 000 and 635 000 GBP

II.2.2. Information about options

Options: yes

Description of options: 2 individual 1 year extension periods will apply for each lot at the discretion of the contracting authority.

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 1.4.2016. Completion 31.3.2023

Information about lots

Lot No: 1

Lot title: Internal Audit Services

1) Short description

It is Grand Union Housing Group's policy to appoint an internal auditor as part of its corporate governance structures. The internal auditor will report to the Audit Committee and will work closely with the Management Team.

2) CPV code(s)

79200000 Accounting, auditing and fiscal services, 79212100 Financial auditing services, 79212200 Internal audit services, 79210000 Accounting and auditing services, 79212000 Auditing services, 79212300 Statutory audit services

3) Quantity or scope

The internal audit function shall be responsible for the review of the effectiveness and efficiency of various activities including:

- Undertake an appraisal of the current Internal Audit procedures;
- Review of accounting systems and internal controls;
- Review of non-financial systems and controls;
- Review of processes by which risks are identified, analysed and managed;
- The reliability and integrity of corporate management information;
- Routine financial performance reviews;
- Developing an annual work programme in conjunction with the Group Audit Committee;
- Carrying out special reviews as appropriate;
- Present reports and meet with the Group Audit Committee on a routine basis as agreed.

Estimated value excluding VAT:

Range: between 200 000 and 250 000 GBP

4) Indication about different time frame or duration

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

5) Additional information about lots

Contract term is 3 years plus 2. Values provided refer to the full 5 year term.

Lot No: 2

Lot title: External Audit Services

1) Short description

Grand Union Housing Group wish to appoint an organisation to fulfil the External Audit function.

2) CPV code(s)

79200000 Accounting, auditing and fiscal services, 79212100 Financial auditing services, 79210000 Accounting and auditing services, 79212000 Auditing services, 79212300 Statutory audit services

3) Quantity or scope

The following External Audit Services shall be required during the term of the contract:

- Perform the statutory audit of Grand Union group in accordance with all relevant legal and statutory requirements;
- Production of a management letter in accordance with statutory requirements;
- Liaise effectively with the internal auditor and all other staff;
- Attend at least 1 meeting of the Group Audit Committee and where required on Board meeting of each of the subsidiaries per financial year;
- Certification of any Housing Corporation returns, requirements of the South Northants

Homes' transfer agreement (Right to Buy, VAT, Sheltered Sharing Agreement, etc.);

— Perform the tax return for the group and its subsidiaries as required;

— Offer advice as and when required.

Estimated value excluding VAT:

Range: between 315 000 and 385 000 GBP

4) Indication about different time frame or duration

Duration in months: 84 (from the award of the contract)

5) Additional information about lots

Contract term is 5 years plus 2. Values provided refer to the full 7 year term.

Section III: Legal, economic, financial and technical information

III.1. Conditions related to the contract

III.1.1. Deposits and guarantees required

As detailed in the tender documentation.

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

As detailed in the tender documents.

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

As detailed within the tender documents.

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: As detailed in the tender documents.

III.2.2. Economic and financial ability

List and brief description of conditions: (1) All candidates will be required to provide statements of accounts or extracts from those accounts relating to their business.

As detailed within the tender documents.

III.2.3. Technical and professional ability

List and brief description of conditions:

As detailed in the tender documents.

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: yes

Reference to the relevant law, regulation or administrative provision: As detailed within the tender documents.

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

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

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

18.1.2016 - 12:00

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

1.2.2016

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

VI.2. Information about European Union funds

VI.3. Additional information

(MT Ref: 165255).

VI.4. Procedures for review

VI.4.1. Review body

Official name: Grand Union Housing Group

Postal address: Derwent House, Cranfield University Technology Park, University Way
Cranfield

Town: Bedford

Postal code: MK43 0AZ

Country: United Kingdom

E-mail: richard.pearce@grandunionhousing.co.uk

Internet address: <http://www.grandunionhousing.co.uk/>

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

9.12.2015