

ReLondon Tender Q & A

Ref: 2022/23 – 13 Internal Audit

Below is a list of clarification questions raised and ReLondon's responses.

Query	Response
Given that the ITT makes specific reference to finance, operational/governance and risk management as areas of audit focus, can we clarify whether the statutory body require three separate reports for each area or one report to cover all three areas?	We do not require three separate audit reports. The chosen supplier will be required to carry out audits sufficient to allow them to complete the Internal Audit Report for the AGAR submission.
The tender portal indicates a budget of £6k, can we clarify if this is a set budget or there's flexibility?	The budget is not specified in the ITT. The Contracts Finder portal requires a <i>minimum</i> fee to be indicated.
Will the appointing supplier be required to attend audit committees? If so, approximately how many meetings per year?	Yes. Audit Committee are held 4 times a year. Meetings are hybrid and attendance can be online.
Outside of the three areas mentioned above to support AGAR, are there any other areas management might need support from internal audit during the course of the year?	None are envisaged or specified as a part of this tender, though we may wish to request further support if the need arises.
The final sentence of Section 7 appears to be incomplete. Could you please indicate the audit file sections required?	This is an error. The distinct sections of the audit file are not specified. This text should be disregarded: "The audit files are to comprise distinct sections relating to"