

## Procurement for LPFA Internal Audit Services

### Clarification Question(s) and Answer(s) Log

	<b>Service Provider Question</b>	<b>LPFA Answer</b>
1	Clarify the number of audit days LPFA require and please provide a copy of your current audit plan?	Approximately 60-70 audit days  Kindly see attached an adapted version of our year 2 & 3 plan
2	With regards to question 2, do you require a three-year audit strategy plan?	Yes, we do
3	Page 19 - Qu 7 - please can you give an example of what you mean by 'client servicing and supporting arrangements'?	How do you intend to engage with LPFA? What sort of reports will you be providing and frequency? How will you ensure client satisfaction?
4	Pages 17&20 - please can you confirm the dates of the Audit & Risk Committee meetings? and in which the plan will be presented? (there is an inconsistency between pages, for example, both April and May are referenced)	10 February, 12 May, 14 July and 3 November
5	Page 21 - Rate Card, can you confirm that we are permitted to include separate columns with rates for different staff (ie. General and Specialists)?	Yes
6	Please can you provide a copy of (a) Internal Audit Plan for 2019/20, (b) Latest Risk Register, (c) Assurance Map?	a) Already provided b) Risk register is currently under review c) None

7	Can you confirm that there is no formal structure required for the format of the tender response (ie. can be free-flowing with references to your requirements)?	Yes, I can confirm that there is no formal structure
8	Please confirm the location of the work? (ie. all London based?)	London and Preston
9	Aside from the LPP, who are your other key service providers (eg. custodians, investment managers)?	Custodians – BNY Mellon External Auditors – Grant Thornton Treasury - GLA
10	You refer to us including Company Mandatory documents, could you give some examples of what you would expect to see as a minimum.	Appendix 4 referred to LPFA's company mandatory policies, that need to be adhered to
11	Would it be possible to speak with the chair of the Audit Committee in advance of our tender document submission?	No, we look forward to receiving your tender submission further to the instructions in the ITT.
12	Can you confirm who are the individuals who will be involved in the procurement process for the internal audit service, and their respective roles?	Morenike Ajayi – Commercial and Finance Director Nazneen Jafri – Trainee Solicitor Artur Tchoudinov – Procurement Officer