

United Kingdom-Belfast: Insurance services  
OJ S 12/2014 17/01/2014  
Contract notice  
Services

Directive 2004/18/EC

**Section I: Contracting authority**

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**I.1. Name and addresses**

Official name: North Down Borough Council  
Postal address: c/o Willis Ltd, Floor 3, Centrepoin, 24 Ormeau Avenue  
Town: Belfast  
Postal code: BT2 8HS  
Country: United Kingdom  
For the attention of: Nicola Elwood  
E-mail: [elwoodnj@willis.com](mailto:elwoodnj@willis.com)  
Telephone: +44 2890895083

**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**

Regional or local agency/office

**I.3. Main activity**

General public services

Other: Harbour Authority

**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**

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**II.1. Description**

**II.1.1. Title attributed to the contract by the contracting authority**

Provision of non-life insurances.

**II.1.2. Type of contract and place of performance or delivery**

Services

Service category No 6: Financial services a) Insurances services b) Banking and investment services

NUTS code UKN0 Northern Ireland

**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)**

Provision of non-life insurances.

**II.1.6. CPV code(s)**

66510000 Insurance services

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

The procurement is covered by the Government Procurement Agreement: no

**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: yes

**II.2. Scope of the procurement**

**II.2.1. Total quantity or scope**

**II.2.2. Information about options**

Options: no

**II.2.3. Information about renewals**

This contract is subject to renewal: yes

**II.3. Duration of the contract or time limit for completion**

Start 1.4.2014. Completion 31.3.2015

Information about lots

Lot No: 1

Lot title: Commercial Combined

**1) Short description**

Material damage, business interruption and money.

**2) CPV code(s)**

66510000 Insurance services, 66515200 Property insurance services

**3) Quantity or scope**

**4) Indication about different time frame or duration**

**5) Additional information about lots**

Lot No: 2

Lot title: Crime

**1) Short description**

Employee dishonesty.

**2) CPV code(s)**

66510000 Insurance services, 66515411 Pecuniary loss insurance services

**3) Quantity or scope**

**4) Indication about different time frame or duration**

**5) Additional information about lots**

Lot No: 3

Lot title: Combined Liability

**1) Short description**

Employer's and public/products liability.

**2) CPV code(s)**

66510000 Insurance services, 66516000 Liability insurance services

**3) Quantity or scope**

**4) Indication about different time frame or duration**

**5) Additional information about lots**

Lot No: 4

Lot title: Motor Fleet

**1) Short description**

Motor fleet.

**2) CPV code(s)**

66510000 Insurance services, 66514110 Motor vehicle insurance services

**3) Quantity or scope**

**4) Indication about different time frame or duration**

**5) Additional information about lots**

Lot No: 5

Lot title: Travel

**1) Short description**

Travel insurance.

**2) CPV code(s)**

66510000 Insurance services, 66512000 Accident and health insurance services

**3) Quantity or scope**

**4) Indication about different time frame or duration**

**5) Additional information about lots**

Lot No: 6

Lot title: Exhibition

**1) Short description**

Exhibition and museum insurance.

**2) CPV code(s)**

66510000 Insurance services, 66515200 Property insurance services

**3) Quantity or scope**

**4) Indication about different time frame or duration**

**5) Additional information about lots**

Lot No: 7

Lot title: Marine Hull

**1) Short description**

Marine hull.

**2) CPV code(s)**

66510000 Insurance services, 66514150 Vessel insurance services

**3) Quantity or scope**

**4) Indication about different time frame or duration**

**5) Additional information about lots**

Lot No: 8

Lot title: Marine Liability

**1) Short description**

Marine liability.

**2) CPV code(s)**

66510000 Insurance services, 66516000 Liability insurance services

**3) Quantity or scope**

**4) Indication about different time frame or duration**

**5) Additional information about lots**

Lot No: 9

Lot title: Excess Public Liability

**1) Short description**

Excess public liability.

**2) CPV code(s)**

66510000 Insurance services, 66516000 Liability insurance services

**3) Quantity or scope**

**4) Indication about different time frame or duration**

**5) Additional information about lots**

Lot No: 10

Lot title: Professional Indemnity

**1) Short description**

Professional indemnity.

**2) CPV code(s)**

66510000 Insurance services, 66516500 Professional liability insurance services

**3) Quantity or scope**

**4) Indication about different time frame or duration**

**5) Additional information about lots**

Lot No: 11

Lot title: Directors and Officers

- 1) **Short description**  
Directors and officers.
- 2) **CPV code(s)**  
66510000 Insurance services, 66516500 Professional liability insurance services
- 3) **Quantity or scope**
- 4) **Indication about different time frame or duration**
- 5) **Additional information about lots**

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

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### **III.1. Conditions related to the contract**

#### **III.1.1. Deposits and guarantees required**

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

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

#### **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: 1. Tenderers will be required to be regulated by the appropriate regulatory body such as the UK Prudential Regulation Authority/Financial Conduct Authority.

2. Tenderers must confirm if their company or any of their company's directors, partners or anyone in an equivalent position e.g. any other senior managers who have powers of representation, design or control, have any convictions relating to any of the offences listed under Regulation 23(1) of the Public Contracts Regulations.

#### **III.2.2. Economic and financial ability**

Minimum level(s) of standards possibly required: Insurers must hold a minimum credit rating of BBB on Standard & Poors or B+ on AM Best's credit rating system (or the equivalent rating with an alternative established credit rating system).

#### **III.2.3. Technical and professional ability**

Minimum level(s) of standards possibly required:

Insurers must provide evidence of their last 3 years experience and capability of providing insurance and claims services for contracts of the same nature.

#### **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: no

### **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: no

## **Section IV: Procedure**

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### **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**

#### **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 Criteria below

1. Cost. Weighting 60
2. Claims handling. Weighting 20
3. Cover. Weighting 10
4. Added value benefits. Weighting 10

#### **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**

no

#### **IV.3.3. Conditions for obtaining specifications and additional documents or descriptive document**

Time limit for receipt of requests for documents or for accessing documents: 31.1.2014

#### **IV.3.4. Time limit for receipt of tenders or requests to participate**

31.1.2014 - 15:00

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

3.2.2014

#### **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**

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**VI.1. Information about recurrence**

This is a recurrent procurement: yes

Estimated timing for further notices to be published: Annual.

**VI.2. Information about European Union funds**

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

**VI.3. Additional information**

**VI.4. Procedures for review**

**VI.4.1. Review body**

**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**

15.1.2014