

United Kingdom-Blackheath: Insurance services
OJ S 13/2016 20/01/2016
Contract notice
Services

Directive 2004/18/EC

Section I: Contracting authority

I.1. Name and addresses

Official name: Black Country Housing Group
Postal address: BCHG, 134 High Street
Town: Blackheath
Postal code: B65 0EE
Country: United Kingdom
Contact person: Service Matters Procurement
For the attention of: Colin Bates
E-mail: procurementadminteam@orbit.org.uk
Telephone: +44 2476438000

Internet address(es):

General address of the contracting authority: <http://www.bchg.co.uk>
Address of the buyer profile: <http://www.bchg.co.uk>
Electronic access to information: <http://www.housingprocurement.com>
Electronic submission of tenders and requests to participate: <http://www.housingprocurement.com>

Additional information can be obtained from:

Official name: Black Country Housing Group
Postal address: BCHG, 134 High Street
Town: Blackheath
Postal code: B65 0EE
Country: United Kingdom
Contact person: Service Matters Procurement
For the attention of: Colin Bates
E-mail: procurementadminteam@orbit.org.uk
Telephone: +44 2476438000

Specifications and additional documents (including documents for competitive dialogue and a dynamic purchasing system) can be obtained from:

Official name: Black Country Housing Group
Postal address: BCHG, 134 High Street
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Country: United Kingdom
Contact person: Service Matters Procurement
For the attention of: Colin Bates
E-mail: procurementadminteam@orbit.org.uk
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Tenders or requests to participate must be submitted: Official name: Black Country Housing Group
Postal address: BCHG, 134 High Street

Town: Blackheath
Postal code: B65 0EE
Country: United Kingdom
Contact person: Service Matters Procurement
For the attention of: Colin Bates
E-mail: procurementadminteam@orbit.org.uk
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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

Black Country Housing Group — Insurance 2016 — PP717.

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

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)

Black Country Housing Group are looking for a high quality solution for the specified Insurance Services from high quality providers that deliver a service that is demonstrably focused around the needs of Black Country Housing Group and its customers.

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

II.1.9. Information about variants

Variants will be accepted: no

II.2. Scope of the procurement

II.2.1. Total quantity or scope

The contract will initially be for 3 years with extension of 2 + 2 years.

Estimated value excluding VAT:
Range: between 700 000 and 1 400 000 GBP.
Estimated value excluding VAT:
Range: between 700 000 and 1 400 000 GBP

II.2.2. Information about options

Options: no

II.2.3. Information about renewals

This contract is subject to renewal: no

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

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

Section III: Legal, economic, financial and technical information

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

Where a consortium or other grouping of suppliers submits a joint bid, such consortia or grouping must nominate a lead organisation to deal with BCHG C/O Service Matters on all matters relating to the Contract. All consortium members or grouping will be required to be jointly and severally liable in respect to the obligations and liabilities relating to the Contract. Where a consortium chooses instead to nominate a contracting party from among their number with the other members acting as subcontractors, this must be made clear in their bid. The contracting party will be entirely responsible for all matters relating to the contract.

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: Information and formalities necessary for evaluating if the requirements are met: Information and formalities necessary for evaluating if the requirements are met: Information and formalities necessary for evaluating if the requirements are met: Any supplier may be disqualified who:

(a) is bankrupt or is being wound up, where his affairs are being administered by the court, where he has entered into an arrangement with creditors, where he has suspended business activities or is in any analogous situation arising from a similar procedure under national laws and regulations;

(b) is the subject of proceedings for a declaration of bankruptcy, for an order compulsory winding up the administration by the court or of an arrangement with creditors or of any other similar proceedings under national laws and regulations;

(c) has been convicted by a judgment which has the force of res judicata in accordance with the legal provisions of the country of any offence concerning his professional conduct;

- (d) has been guilty of grave professional misconduct proven by any means which the contract authorities can demonstrate;
- (e) has not fulfilled obligations relating to the payment of social security contributions in accordance with the legal provisions of the country in which he is established or with those of the country of the contracting authority;
- (f) has not fulfilled obligations relating to the payment of taxes in accordance with the legal provisions of the country in which he is established or with those of the country of the contracting authority;
- (g) is guilty of serious misrepresentation in supplying the information required under this Section or has not supplied such information;
- (h) has been the subject of a conviction for participation in a criminal organization, as defined in Article 2(1) of Council Joint Action 98/733/JHA;
- (i) has been the subject of a conviction for corruption, as defined in Article 3 of the Council Act of 26.5.1972 and Article 3(1) of Council Joint Action 98/742/JHA3 respectively;
- (j) has been the subject of a conviction for fraud within the meaning of Article 1 of the Convention relating to the protection of the financial interests of the European Communities;
- (k) has been the subject of a conviction for money laundering, as defined in Article 1 of Council Directive 91/308/EEC of 10.6.1991 on prevention of the use of the financial system for the purpose of money laundering.

III.2.2. Economic and financial ability

List and brief description of conditions: Information and formalities necessary for evaluating if the requirements are met: (a) appropriate statements from banks or, where appropriate, evidence of relevant professional risk indemnity insurance; (b) the presentation of balance-sheets or extracts from the balance-sheets, where publication of the balance-sheet is required under the law of the country in which the economic operator is established; (c) a statement of the undertaking's overall turnover and, where appropriate, of turnover in the area covered by the contract for a maximum of the last 3 financial years available, depending on the date on which the undertaking was set up or the economic operator started trading, as far as the information of these turnovers is available.

III.2.3. Technical and professional ability

List and brief description of conditions:

Information and formalities necessary for evaluating if the requirements are met:(a) a list of the works carried out over the past 5 years, accompanied by certificates of satisfactory execution for the most important works. These certificates shall indicate the value, date and site of the works and shall specify whether they were carried out according to the rules of the trade and properly completed. Where appropriate, the competent authority shall submit these certificates to the contracting authority direct; (b) a list of the principal deliveries effected or the main services provided in the past 3 years, with the sums, dates and recipients, whether public or private, involved. Evidence of delivery and services provided shall be given: where the recipient was a contracting authority, in the form of certificates issues or countersigned by the competent authority, where the recipient was a private purchaser, by the purchaser's certification or, failing this, simply by a declaration by the economic operator; (c) an indication of the technicians or technical bodies involved, whether or not belonging directly to the economic operator's undertaking, especially those responsible for quality control and, in the case of public works contracts, those upon whom the contractor can call in order to carry out the work; (d) a description of the technical facilities and measures used by the supplier or service provider for ensuring quality and the undertaking's study and research facilities; (e) where the products or services to be supplied are complex or, exceptionally, are required for a

special purpose, a check carried out by the contracting authorities or on their behalf by a competent official body of the country in which the supplier or service provider is established, subject to that body's agreement, on the production capabilities of the supplier or the technical capacity of the service provider and, if necessary, on the means of study and research which are available to it and the quality control measures it will operate; (f) the educational and professional qualifications of the service provider or contractor and/or those of the undertaking's managerial staff and, in particular, those of the person or persons responsible for providing the services or managing the work; (g) for public works contracts and public services contracts, and only in appropriate cases, and indication of the environmental management measures that the economic operator will be able to apply when performing the contract; (h) a statement of the average annual manpower of the service provider or contractor and the number of managerial staff for the last 3 years; (i) a statement of the tools, plant or technical equipment available to the service provider or contractor for carrying out the contracts; (j) an indication of the proportion of the contract which the services provider intends possibly to subcontract; (k) with regard to the products to be supplied: (i) samples, descriptions and/or photographs, the authenticity of which must be certified if the contracting authority so request; (ii) certificates drawn up by official quality control institutes or agencies of recognized competence attesting the conformity of products clearly identified by references to specifications or standards.

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

IV.1. Type of procedure

IV.1.1. Type of procedure

Open

IV.1.2. Information about the limits on the number of candidates to be invited

Envisaged minimum number 3: and Maximum number 5

Objective criteria for choosing the limited number of candidates: Objective criteria for choosing the limited number of candidates: We envisage a maximum of 5 operators will be invited to interview based on the assessment of the information provided in response to the Invitation to Tender. Criteria are detailed on www.housingprocurement.com

IV.1.3. Information about reduction of the number of solutions or tenders during negotiation or dialogue

Recourse to staged procedure to gradually reduce the number of solutions to be discussed or tenders to be negotiated no

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

PP717

IV.3.2. Previous publication concerning this procedure

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: 19.2.2016 - 12:00

Payable documents: no

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

19.2.2016 - 12:00

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

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

Persons authorised to be present at the opening of tenders: no

Section VI: Complementary information

VI.1. Information about recurrence

This is a recurrent procurement: no

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

ITTs will be issued online and should be returned online via <https://www.housingprocurement.com> Suppliers will need to register (at no charge) on <https://www.housingprocurement.com> to access information. Guidance on the operation of the website is available without being registered.

VI.4. Procedures for review

VI.4.1. Review body

VI.4.2. Review procedure

Precise information on deadline(s) for review procedures: Precise information on deadline(s) for lodging appeals: In accordance with Public Contracts Regulations 2015 available at <http://www.legislation.gov.uk>

VI.4.3. Service from which information about the review procedure may be obtained

VI.5. Date of dispatch of this notice

18.1.2016