

United Kingdom-Doune: Insurance services
OJ S 21/2019 30/01/2019
Contract notice
Services

Legal Basis:

Directive 2014/24/EU

Section I: Contracting authority

I.1. Name and addresses

Official name: Rural Stirling Housing Association
Postal address: Stirling Road
Town: Doune
NUTS code: UKM77 Perth & Kinross and Stirling
Postal code: FK16 6AA
Country: United Kingdom
E-mail: info@rsha.org.uk
Telephone: +44 786841101
Fax: +44 786841180

Internet address(es):

Main address: www.rsha.org.uk
Address of the buyer profile: https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA16102

I.3. Communication

The procurement documents are available for unrestricted and full direct access, free of charge, at: <http://www.publiccontractsscotland.gov.uk/>
Additional information can be obtained from the abovementioned address
Tenders or requests to participate must be submitted electronically via: <http://www.publiccontractsscotland.gov.uk/>

I.4. Type of the contracting authority

Body governed by public law

I.5. Main activity

Housing and community amenities

Section II: Object

II.1. Scope of the procurement

II.1.1. Title

Insurance and Related Services 2019-2024

II.1.2. Main CPV code

66510000 Insurance services

II.1.3. Type of contract

Services

II.1.4. Short description

The Contract is for the provision of general insurance and related services, including claims handling, loss control services and general programme maintenance and advice as required by Rural Stirling HA, commencing 1.4.2019. Bids are invited from suitably qualified insurance /brokers and direct providers for the entire scope of services.

II.1.5. Estimated total value

II.1.6. Information about lots

This contract is divided into lots: no

II.2. Description

II.2.2. Additional CPV code(s)

66510000 Insurance services

II.2.3. Place of performance

NUTS code: UKM77 Perth & Kinross and Stirling

II.2.4. Description of the procurement

The contract is for the provision of general insurance and related services, including claims handling, loss control services and general programme maintenance and advice as required by Rural Stirling HA, commencing 1.4.2019. Bids are invited from suitably qualified insurance /brokers and direct providers for the entire scope of services.

The ESPD process is attached via Section E. Global Question for All Selection Criteria. The criteria on the ESPD are Pass or Fail. You will pass the ESPD Global Questions by completing and meeting all the criteria a set out in the attached ITT. If you fail to provide all the required and requested information as below you will FAIL the ESPD and in turn the Tender Requirements and you will be disqualified from the tender process.

II.2.5. Award criteria

Criteria below

Quality criterion - Name: Quality / Weighting: 60 %

Cost criterion - Name: Cost of service / Weighting: 40 %

II.2.6. Estimated value

II.2.7. Duration of the contract, framework agreement or dynamic purchasing system

Duration in months: 60

This contract is subject to renewal: yes

Description of renewals:

The contract will last for 3 years to April 2022; with the possibility of a further 2 single year extensions through to April 2024. The extension of the contract will be at the discretion of RSHA Senior Team.

II.2.10. Information about variants

Variants will be accepted: no

II.2.11. Information about options

Options: no

II.2.13. Information about European Union funds

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

II.2.14. Additional information

Section III: Legal, economic, financial and technical information

III.1. Conditions for participation

III.1.1. Suitability to pursue the professional activity, including requirements relating to enrolment on professional or trade registers

List and brief description of conditions:

As outlined in the attached ITT for Insurance Services.

III.1.2. Economic and financial standing

List and brief description of selection criteria:

As outlined in the attached ITT for Insurance Services.

III.1.3. Technical and professional ability

List and brief description of selection criteria:

As outlined in the attached ITT for Insurance Services.

III.2. Conditions related to the contract

III.2.1. Information about a particular profession

Execution of the service is reserved to a particular profession Reference to the relevant law, regulation or administrative provision:

The supplier and their sub-suppliers must provide their company number and must be if an insurance broker registered with and regulated by the UK Financial Conduct Authority or an insurer authorised and/or regulated by the UK Financial Conduct Authority or Prudential.

III.2.2. Contract performance conditions

KPIs will be agreed at the pre-start meeting.

Section IV: Procedure

IV.1. Description

IV.1.1. Type of procedure

Open procedure

IV.1.3. Information about a framework agreement or a dynamic purchasing system

IV.1.8. Information about the Government Procurement Agreement (GPA)

The procurement is covered by the Government Procurement Agreement: yes

IV.2. Administrative information

IV.2.2. Time limit for receipt of tenders or requests to participate

Date: 27/02/2019 Local time: 12:00

IV.2.3. Estimated date of dispatch of invitations to tender or to participate to selected candidates

IV.2.4. Languages in which tenders or requests to participate may be submitted

English

IV.2.6.

Minimum time frame during which the tenderer must maintain the tender

Duration in months: 3 (from the date stated for receipt of tender)

IV.2.7. Conditions for opening of tenders

Date: 27/02/2019 Local time: 12:00

Section VI: Complementary information

VI.1. Information about recurrence

This is a recurrent procurement: yes

Estimated timing for further notices to be published:

Dec 2022 or 2023 or 2024.

VI.2. Information about electronic workflows

Electronic ordering will be used

Electronic invoicing will be accepted

Electronic payment will be used

VI.3. Additional information

Please ensure that you comprehensively read and understand the attached “RSHA ITT- Insurance and Related Service 2019-2024 — Final” document, in particular in connection with the Global questions pass or fail requirements and you complete the price schedule as requested.

The ESPD process is attached via Section E. Global Question for all selection criteria. The criteria on the ESPD are pass or fail. You will pass the ESPD Global Questions by completing and meeting all the criteria a set out in the attached ITT. If you fail to provide all the required and requested information as below you will fail the ESPD and in turn the tender requirements and you will be disqualified from the tender process.

Note: To register your interest in this notice and obtain any additional information please visit the Public Contracts Scotland website at https://www.publiccontractsscotland.gov.uk/Search/Search_Switch.aspx?ID=571445

The buyer has indicated that it will accept electronic responses to this notice via the Postbox facility. A user guide is available at https://www.publiccontractsscotland.gov.uk/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.

Community benefits are included in this requirement. For more information see: <http://www.publiccontractsscotland.gov.uk/info/InfoCentre.aspx?ID=2361>

A summary of the expected community benefits has been provided as follows:

See attached Appendix D — Community Benefit Outcome Matrix — Insurance — RSHA (SC Ref:571445)

VI.4. Procedures for review

VI.4.1. Review body

Official name: Rural Stirling Housing Association

Postal address: Stirling Road

Town: Doune

Postal code: FK16 6AA

Country: United Kingdom

Telephone: +44 786841101

Fax: +44 786841180

Internet address: www.rsha.org.uk

VI.5. Date of dispatch of this notice

28/01/2019