

**UK-Hollywood: Fire insurance services**  
**OJ S 40/2013 26/02/2013**  
**Contract notice**  
**Services**

**Directive 2004/18/EC**

**Section I: Contracting authority**

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**I.1. Name and addresses**

Official name: Council for Catholic Maintained Schools  
Postal address: 160 High Street  
Town: Hollywood  
Postal code: BT18 9HT  
Country: United Kingdom  
Contact person: H.A.Leslie & Co, 7 Crescent Gardens, Belfast, BT7 1NS  
For the attention of: Stephen McAnee  
E-mail: [smcane@haleslie.co.uk](mailto:smcane@haleslie.co.uk)  
Telephone: +44 2890323855  
Fax: +44 2890312188

**Internet address(es):**

General address of the contracting authority: <http://www.onlineccms.com>  
Electronic access to information: <http://www.onlineccms.com>

**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**

Body governed by public law

**I.3. Main activity**

Education

**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**

Appointment of Insurers for the Provision of General Insurances for the period 1.4.2013 - 31.3.2014

**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 UKN 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)**

The Contracting Authority is seeking tenders for the provision of a range of insurances for the period 1.4.2013 - 31.3.2014.

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

66515100 Fire insurance services, 66515200 Property insurance services, 66515400 Weather-related insurance services, 66515411 Pecuniary loss insurance services, 66516000 Liability insurance services, 66515000 Damage or loss insurance services

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

The procurement is covered by the Government Procurement Agreement: yes

**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: no

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

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

Services are required for a period of one year from 1.4.2013 to 31.3.2014 subject to the Contracting Authority being permitted to cancel one or more of the legal liability covers during the period and receive a pro rata return of premium.

Estimated value excluding VAT:

Range: between 945 000 and 1 110 000 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: 12 (from the award of the contract)

Information about lots

Lot No: 1

Lot title: Property and Pecuniary

**1) Short description**

Property Damage, Theft, Increased Cost of Working, Money and All Risks.

**2) CPV code(s)**

66515100 Fire insurance services, 66515200 Property insurance services, 66515400 Weather-related insurance services, 66515411 Pecuniary loss insurance services, 66515000 Damage or loss insurance services

**3) Quantity or scope**

Services are for one year only.

Estimated value excluding VAT:

Range: between 410 000 and 480 000 GBP

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

**5) Additional information about lots**

Lot No: 2

Lot title: Liability Insurances

**1) Short description**

Employer's Liability and Public and Products Liability

**2) CPV code(s)**

66516000 Liability insurance services

**3) Quantity or scope**

Services may not be required for the full period of 1.4.2013 to 31.3.2014. A pro rata return of premium would be required.

Estimated value excluding VAT:

Range: between 535 000 and 630 000 GBP

**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: Tenderers must confirm any Regulation 23 of the Public Contracts Regulations 2006 Part 4 as amended offences.

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

List and brief description of conditions: A copy of the most recent audited accounts that cover the last 2 year of trading or for the period that is available if trading for less than 2 years. A statement of turnover, profit and loss and cash flow position for the most recent full year of

trading (or part year if full year not applicable) and an end period balance sheet where this information is not available in an audited form as set out above. Evidence of a rating by Standard & Poor, A.M. Best or Moody's or equivalent rating agencies.  
Minimum level(s) of standards possibly required: Tenderers must hold a current rating of BBB+ by Standard & Poors, A.M.Best or Moody's or equivalent rating agencies.

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

List and brief description of conditions:

Evidence of previous experience of relevant insurance contracts in the last 3 years for the provision of services similar to those to be provided in relation to the requirement. Details of any material non-employment related litigation (pending threatened or determined) or other legal proceedings against the tendering organisation within the last 3 years that may be relevant to the tenderers ability to deliver the requirement.

Minimum level(s) of standards possibly required:

A minimum of three relevant contracts should be provided including their value. No material non-employment related litigation (pending threatened or determined) or other legal proceedings against the tendering organisation within the last 3 years that may be relevant to ability to deliver requirement.

### **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: yes

Reference to the relevant law, regulation or administrative provision: All Insurers must be authorised by the FSA or EU equivalent to carry on business in the relevant classes of Insurance as listed in this contract notice in accordance with the provisions of the Insurance Companies Act 1982 and any other statutory modifications thereof.

### **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**

Accelerated restricted

Justification for the choice of accelerated procedure: External clarification required as to the duration and extent of cover required for the period.

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

Envisaged minimum number 5

#### **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 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**

**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: 7.3.2013 - 12:00

Payable documents: no

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

18.3.2013 - 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**

**Section VI: Complementary information**

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**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**

**VI.4. Procedures for review**

**VI.4.1. Review body**

Official name: Council for Catholic Maintained Schools

Postal address: 160 High Street

Town: Hollywood

Postal code: BT18 9HT

Country: United Kingdom

Telephone: +44 2890426972

Fax: +44 2890424255

Internet address: <http://www.onlineccms.com>

**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**

21.2.2013