

**United Kingdom-Durham: Insurance and pension services**  
**OJ S 87/2016 04/05/2016**  
**Contract notice**  
**Services**

**Directive 2004/18/EC**

**Section I: Contracting authority**

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**I.1. Name and addresses**

Official name: Office of the Durham Police and Crime Commissioner

Postal address: Corporate Procurement, County Hall

Town: Durham

Postal code: DH1 5UL

Country: United Kingdom

For the attention of: Kelly Stewart

E-mail: [kstew@durham.gov.uk](mailto:kstew@durham.gov.uk)

**Internet address(es):**

General address of the contracting authority: <http://www.durham.gov.uk>

**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 authority

**I.3. Main activity**

Public order and safety

**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**

Motor Fleet Insurance and Claims Handling Services (excluding Broking Services) for The Office of the Durham Police and Crime Commissioner.

**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

Main site or place of performance: County Of Durham.

NUTS code UKC14 Durham CC

**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 Office of the Durham Police and Crime Commissioner is seeking suppliers who are capable of providing Casualty Insurance and Claims Handling Services (excluding Broking Services).

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

66500000 Insurance and pension 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**

#### **II.1.9. Information about variants**

### **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

Number of possible renewals: 2

In the case of renewable supplies or service contracts, estimated timeframe for subsequent contracts:

in months: 12 (from the award of the contract)

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

## **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**

The contracting authority reserve the right to require deposits, guarantees, bonds or other forms of appropriate security. Further details will be set out in the tender documents if relevant.

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

Finance conditions and payment arrangements will be made in accordance with the contract documents.

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

The contracting authority reserve the right to require groupings of service providers to take a particular legal

form or to require a single provider to take primary liability or to require each party to undertake joint and several

liability. If relevant further details will be set out in the tender documents.

#### **III.1.4. Contract performance conditions**

The performance of the contract is subject to particular conditions: yes

Description of particular conditions: The Authority has undertaken a commitment to ensure wider social and community benefits are achieved in the course of all its commissioning and procurement activities. In accordance with this, Bidders may be required to work with the Authority towards achieving such aims.

#### **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: In accordance with article 57 of Directive 2014/24/EU of the European Parliament and of the Council and Regulation 57 of the Public Contracts Regulations

2015 and as set in the pre-qualification questionnaire (PQQ) available from the NEPO portal as detailed in section V1.3.

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

List and brief description of conditions: In accordance with article 58 of Directive 2004/24/EU and Regulation 58 of the Public Contracts Regulations 2015 and as set in the pre-qualification questionnaire (PQQ) available from the NEPO portal as detailed in section V1.3.

Minimum level(s) of standards possibly required: 1. Public Liability 5 000 000 GBP;  
2. Employers Liability 10 000 000 GBP;  
3. Professional Indemnity 5 000 000 GBP.

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

List and brief description of conditions:

In accordance with article 58 of Directive 2014/24/EU of the European Parliament and of the Council and Regulation 58 of the Public Contracts Regulations 2015 and as set in the pre-qualification questionnaire (PQQ) available from the NEPO portal as detailed in section V1.3.

Minimum level(s) of standards possibly required:

Bidders must successfully pass Parts A-F of the PQQ (in line with the evaluation criteria set out in the PQQ documents) to have their responses to the Technical Questions in Part G of the PQQ evaluated.

Parts A-F include; grounds for exclusion; Insurance; health and safety, equality and diversity and essential criteria. A maximum of 6 Bidders to tender on condition that each of the 6 Bidders pass

Sections A-F and achieve a final minimum score of 50 % or more in Section G (Technical Questions).

##### **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: Insurers must be authorised to carry on business in the relevant classes of insurance listed in this 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: yes

## **Section IV: Procedure**

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### **IV.1. Type of procedure**

#### **IV.1.1. Type of procedure**

Negotiated

Some candidates have already been selected (if appropriate under certain types of negotiated procedures) no

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

Envisaged number of candidates: 6

#### **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**

### **IV.3. Administrative information**

#### **IV.3.1. File reference number attributed by the contracting authority**

A9GG-LXHQRA

#### **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: 25.5.2016 - 16:00

Payable documents: no

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

31.5.2016 - 12:00

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

9.6.2016

#### **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

Please note this Tender is being advertised on Durham County Council's E-tendering system. Organisations can register electronically for the documents via <http://www.nepoportal.org/> Then access the supplier's area, select Durham and input A9GG-LXHQRA. The Contract will be let to a single contractor. The Competitive Procedure with Negotiation will be used for this requirement. The Office of the Durham Police and Crime Commissioner may award contracts on the basis of the initial Tenders.

### 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: The contracting Authority will incorporate a standstill period at the point information of the award of the Contract is communicated to bidders. That notification will provide full information on the award decision. The standstill period which will be for a minimum of 10 calendar days, provides time for the unsuccessful bidders to challenge the award decision before the contract is entered into. The Public Regulations 2015 provide the aggrieved parties who have been harmed or at risk of harm by a breach of the rules to take action in the High Court (England, Wales and Northern Ireland).

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

### VI.5. Date of dispatch of this notice

29.4.2016