

**United Kingdom-Oxtd: Insurance services**  
**OJ S 82/2017 27/04/2017**  
**Contract notice**  
**Services**

**Legal Basis:**

Directive 2014/24/EU

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**Section I: Contracting authority**

**I.1. Name and addresses**

Official name: Tandridge District Council  
Postal address: 8 Station Road East, Surrey  
Town: Oxtd  
NUTS code: UKJ23 Surrey  
Postal code: RH8 0BT  
Country: United Kingdom  
E-mail: [jmcgeown@tandridge.gov.uk](mailto:jmcgeown@tandridge.gov.uk)  
Telephone: +44 01883722000

**Internet address(es):**

Main address: <https://www.sesharedservices.org.uk/esourcing>

Address of the buyer profile: <https://www.sesharedservices.org.uk/esourcing/buyer-profiles/tandridge-district-council>

**I.3. Communication**

The procurement documents are available for unrestricted and full direct access, free of charge, at: <https://www.sesharedservices.org.uk/esourcing>

Additional information can be obtained from the abovementioned address

Tenders or requests to participate must be submitted electronically via: <https://www.sesharedservices.org.uk/esourcing>

Tenders or requests to participate must be submitted to the abovementioned address

**I.4. Type of the contracting authority**

Regional or local authority

**I.5. Main activity**

General public services

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**Section II: Object**

**II.1. Scope of the procurement**

**II.1.1. Title**

TDC PW Insurance — Leasehold Properties (excluding broker services).

Reference number: TDC - 013957

**II.1.2. Main CPV code**

66510000 Insurance services

**II.1.3. Type of contract**

Services

#### **II.1.4. Short description**

Provision of Leasehold Right To Buy Property Services Insurance (excluding the provision of broking services).

#### **II.1.5. Estimated total value**

Value excluding VAT: 0,01 GBP

#### **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: UKJ23 Surrey

#### **II.2.4. Description of the procurement**

Tandridge District Council invites bids for the provision of its property insurance in respect of private dwellings sold on a leasehold basis, the majority of these were under the Right To Buy (RTB) legislation. The dwellings are flats in blocks and flats in houses (maisonettes) where the Council still retain the freehold ownership and the leases state that the Council, as the Freeholder, will arrange the buildings insurance on behalf of the Leaseholder and recharge the premium as part of the Service Charge. Other flats in some blocks have not been sold (Council tenanted) and are separately insured so insurance cover for these flats are not required.

#### **II.2.5. Award criteria**

Price is not the only award criterion and all criteria are stated only in the procurement documents

#### **II.2.6. Estimated value**

Value excluding VAT: 0,10 GBP

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

Duration in months: 84

This contract is subject to renewal: yes

Description of renewals:

Possibility up to 6 renewals.

#### **II.2.10. Information about variants**

Variants will be accepted: yes

#### **II.2.11. Information about options**

Options: yes

Description of options:

The Contracting Authority are seeking a Long Term Agreement of 5 years with an option to extend for a further 2 years.

#### **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**

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#### **III.1. Conditions for participation**

##### **III.1.2. Economic and financial standing**

Selection criteria as stated in the procurement documents

##### **III.1.3. Technical and professional ability**

Selection criteria as stated in the procurement documents

#### **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:

Insurers will be insurance companies authorised to write classes of insurance listed within the EU Member states subject to English/Welsh Law and the Jurisdiction of the English/Welsh courts. The service will be regulated by the provisions of the Insurance Act 1982 and any modification thereof.

### **Section IV: Procedure**

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#### **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: 06/06/2017 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**

Tender must be valid until: 31/12/2017

##### **IV.2.7. Conditions for opening of tenders**

Date: 07/06/2017 Local time: 12:00

### **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:  
6 years.

**VI.3. Additional information****VI.4. Procedures for review****VI.4.1. Review body**

Official name: Tandridge District Council

Postal address: Station Rd East

Town: Oxted

Postal code: RH8 0BT

Country: United Kingdom

E-mail: [jmcgeown@tandridge.gov.uk](mailto:jmcgeown@tandridge.gov.uk)

Telephone: +44 1883732807

Internet address: <http://www.tandridge.gov.uk/>

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

25/04/2017