

UK-Glasgow: Insurance services
OJ S 95/2013 17/05/2013
Contract notice
Services

Directive 2004/18/EC

Section I: Contracting authority

I.1. Name and addresses

Official name: Parkhead Housing Association
Postal address: 40 Helenvale Street
Town: Glasgow
Postal code: G31 4FT
Country: United Kingdom
Contact person: Corporate services
For the attention of: Aileen McGuire
Telephone: +44 1415515143
Fax: +44 1415546331

Internet address(es):

Address of the buyer profile: http://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA13082

Additional information can be obtained from:

Official name: Parkhead Housing Association
Postal address: 40 Helenvale Street
Town: Glasgow
Postal code: G31 4FT
Country: United Kingdom
Contact person: Corporate services
For the attention of: Aileen McGuire
Telephone: +44 1415515144
Fax: +44 1415546331

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

Official name: Parkhead Housing Association
Postal address: 40 Helenvale Street
Town: Glasgow
Postal code: G31 4FT
Country: United Kingdom
Contact person: Corporate services
For the attention of: Aileen McGuire
Telephone: +44 1415515144
Fax: +44 1415546331

Tenders or requests to participate must be submitted: Official name: Parkhead Housing Association

Postal address: 40 Helenvale Street
Town: Glasgow
Postal code: G31 4FT
Country: United Kingdom

Contact person: Corporate services
For the attention of: Aileen McGuire
Telephone: +44 1415515143
Fax: +44 1415546331

I.2. Type of the contracting authority

Other: Registered Social Landlord

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

Provision of non life Insurance Services

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: 40 Helenvale Street, Lasgow G31 4TF.

NUTS code UKM34 Glasgow City

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)

Purchase of non life Insurance Services for Parkhead Housing Association

NOTE: To register your interest in this notice and obtain any additional information please visit the Public Contracts Scotland Web Site at http://www.publiccontractsscotland.gov.uk/Search/Search_Switch.aspx?ID=265439.

The awarding authority has indicated that it will accept electronic responses to this notice via a 'Tender Submission Postbox' facility. Further details of this facility are available at http://www.publiccontractsscotland.gov.uk/PostBox/Postbox_Explain.aspx?ID=265439.

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. The postbox closes precisely at the time stated.

II.1.6. CPV code(s)

66510000 Insurance services, 66515200 Property insurance services, 66516500 Professional liability insurance services, 66519200 Engineering 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: no

II.1.9. Information about variants

Variants will be accepted: yes

II.2. Scope of the procurement

II.2.1. Total quantity or scope

Provision of non life insurance services to cover the assets of Parkhead Housing Association including factored properties for a period of three years with an option to extend the contract by up to 12 months or 24 months.

Estimated value excluding VAT:

Range: between 300 000 and 500 000 GBP

II.2.2. Information about options

Options: yes

Description of options: Supplier may if appropriate submit 6 alternative package proposals.

II.2.3. Information about renewals

This contract is subject to renewal: yes

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

in months: 36 (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

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: (1) all candidates will be required to produce a certificate or declaration demonstrating that they are not bankrupt or the subject of an administration order, are not being wound-up, have not granted a trust deed, are not the subject of a petition presented for sequestration of their estate, have not had a receiver, manager or administrator appointed and are not otherwise apparently insolvent; (2) all candidates will be required to produce a certificate or declaration demonstrating that the candidate, their directors, or any other person who has powers of representation, decision or control of the candidate has not been convicted of conspiracy, corruption, bribery, or money laundering,

— failure to provide such a declaration will result in the candidate being declared ineligible and they will not be selected to participate in this procurement process;

(3) all candidates will be required to produce a certificate or declaration demonstrating that they have not been convicted of a criminal offence relating to the conduct of their business or profession;

(4) all candidates will be required to produce a certificate or declaration demonstrating that they have not committed an act of grave misconduct in the course of their business or profession;

(5) all candidates must comply with the requirements of the State in which they are established, regarding registration on the professional or trade register;

(6) any candidate found to be guilty of serious misrepresentation in providing any information required, may be declared ineligible and not selected to continue with this procurement process.

III.2.2. Economic and financial ability

List and brief description of conditions: (1) All candidates will be required to provide a reference from their bank.

(2) All candidates will be required to provide evidence of relevant professional risk indemnity insurance.

(3) All candidates will be required to provide a statement, covering the 3 previous financial years including the overall turnover of the candidate and the turnover in respect of the activities which are of a similar type to the subject matter of this notice.

(4) All candidates will be required to provide statements of accounts or extracts from those accounts relating to their business.

III.2.3. Technical and professional ability

III.2.4. Information about reserved contracts

III.3. Conditions specific to services contracts

III.3.1. Information about a particular profession

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

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

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 Criteria below

1. Price. Weighting 60

- 2. Quality of service. Weighting 35
- 3. RSL Experience. Weighting 5

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

IV.3.3. Conditions for obtaining specifications and additional documents or descriptive document

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

27.6.2013 - 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

Date: 28.6.2013 - 12:00

Place:

40 Helenvale Sreet Glasgow G31 4TF

Section VI: Complementary information

VI.1. Information about recurrence

VI.2. Information about European Union funds

VI.3. Additional information

(SC Ref:265439).

VI.4. Procedures for review

VI.4.1. Review body

Official name: Parkhead Housing Association ltd

Postal address: 40 Helenvale Street

Town: Glasgow

Postal code: g31 4tf

Country: United Kingdom

E-mail: ailen.mcguire@parkheadha.org.uk

Telephone: +44 1415515143

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

15.5.2013