

**United Kingdom-Wellingborough: Insurance services**

**OJ S 101/2014 27/05/2014**

**Contract notice**

**Services**

**Directive 2004/18/EC**

**Section I: Contracting authority**

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**I.1. Name and addresses**

Official name: Borough Council of Wellingborough  
Postal address: Swanspool House Doddington Road, Northants  
Town: Wellingborough  
Postal code: NN8 1BP  
Country: United Kingdom  
For the attention of: Liz Elliott  
E-mail: [l Elliott@wellingborough.gov.uk](mailto:l Elliott@wellingborough.gov.uk)  
Telephone: +44 1933231679

**Internet address(es):**

General address of the contracting authority: [www.wellingborough.gov.uk](http://www.wellingborough.gov.uk)

**Additional information can be obtained from:**

Official name: Aon Limited  
Postal address: 125/129 Vaughan Way  
Town: Leicester  
Postal code: LE1 4SB  
Country: United Kingdom  
For the attention of: Vicky Brett  
E-mail: [vicky.brett@aon.co.uk](mailto:vicky.brett@aon.co.uk)  
Telephone: +44 1162807056  
Internet address: <http://www.aon.co.uk>

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

Official name: Aon Limited  
Postal address: Insurance House 125/129 Vaughan Way  
Town: Leicester  
Postal code: LE1 4SB  
Country: United Kingdom  
For the attention of: Vicky Brett  
E-mail: [vicky.brett@aon.co.uk](mailto:vicky.brett@aon.co.uk)  
Telephone: +44 1162807056  
Fax: +44 1162537804  
Internet address: <http://aon.co.uk>

**Tenders or requests to participate must be submitted:** Official name: Aon Ltd

Postal address: Insurance House 125/129 Vaughan Way  
Town: Leicester  
Postal code: LE1 4SB  
Country: United Kingdom  
For the attention of: Vicky Brett  
E-mail: [vicky.brett@aon.co.uk](mailto:vicky.brett@aon.co.uk)

Telephone: +44 1162807048  
Fax: +44 1162537804  
Internet address: <http://aon.co.uk>

**I.2. Type of the contracting authority**

Regional or local authority

**I.3. Main activity**

General public services

**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**

General Insurance Services Risk Management and Claims Handling – Borough Council of Wellingborough.

**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 UKF2 Leicestershire, Rutland and Northamptonshire, UKF23 Northamptonshire

**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)**

General Insurance, Risk Management and Claims Handling and Engineering Inspection Services.

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

66510000 Insurance services, 66518300 Insurance claims adjustment services, 66519200 Engineering insurance services, 66514110 Motor vehicle insurance services, 66516400 General liability insurance services, 66000000 Financial and insurance services, 66513200 Contractor's all-risk insurance services, 66515100 Fire insurance services, 66517300 Risk management insurance services, 66512100 Accident insurance services, 66513100 Legal expenses insurance services, 66515000 Damage or loss insurance services, 66516500 Professional liability insurance services, 66515200 Property 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: yes

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

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

Tenders for insurance risks will be invited on the basis of a three year long term agreement with the option to extend for one year and a further one year. Options for longer term contracts will be considered provided that sufficient information is provided by tenderers for the total cost of each option to be assessed. Insurers will be permitted to tender for all or some of the risk classes.

Estimated value excluding VAT:

Range: between 1 000 and 1 000 000 GBP

### **II.2.2. Information about options**

Options: yes

Description of options: See II.2.1) Total Quantity or Scope.

Provisional timetable for recourse to these options:

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

### **II.2.3. Information about renewals**

This contract is subject to renewal: yes

Number of possible renewals: Range: between 1 and 4

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**

Start 1.10.2014. Completion 30.9.2019

Information about lots

Lot No: 1

Lot title: Property Insurance Services

#### **1) Short description**

Property Insurance Services including material damage, business interruption, money, works in progress, theft, money, all risks.

#### **2) CPV code(s)**

66510000 Insurance services, 66518300 Insurance claims adjustment services, 66519200 Engineering insurance services, 66514110 Motor vehicle insurance services, 66516400 General liability insurance services, 66000000 Financial and insurance services, 66513200 Contractor's all-risk insurance services, 66515100 Fire insurance services, 66517300 Risk management insurance services, 66512100 Accident insurance services, 66513100 Legal expenses insurance services, 66515000 Damage or loss insurance services, 66516500 Professional liability insurance services, 66515200 Property insurance services

#### **3) Quantity or scope**

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

#### **5) Additional information about lots**

Lot No: 2

Lot title: Computer

#### **1) Short description**

Computer including Material damage, increased cost of working and Reinstatement of data.

**2) CPV code(s)**

66510000 Insurance services, 66518300 Insurance claims adjustment services, 66519200 Engineering insurance services, 66514110 Motor vehicle insurance services, 66516400 General liability insurance services, 66000000 Financial and insurance services, 66513200 Contractor's all-risk insurance services, 66515100 Fire insurance services, 66517300 Risk management insurance services, 66512100 Accident insurance services, 66513100 Legal expenses insurance services, 66515000 Damage or loss insurance services, 66516500 Professional liability insurance services, 66515200 Property insurance services

**3) Quantity or scope**

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

**5) Additional information about lots**

Lot No: 3

Lot title: Casualty

**1) Short description**

Liability including (but not restricted to) Employers Liability, Public Liability, Officials Indemnity, Libel & Slander, Land Charges, Public Health.

**2) CPV code(s)**

66510000 Insurance services, 66518300 Insurance claims adjustment services, 66519200 Engineering insurance services, 66514110 Motor vehicle insurance services, 66516400 General liability insurance services, 66000000 Financial and insurance services, 66513200 Contractor's all-risk insurance services, 66515100 Fire insurance services, 66517300 Risk management insurance services, 66512100 Accident insurance services, 66513100 Legal expenses insurance services, 66515000 Damage or loss insurance services, 66516500 Professional liability insurance services, 66515200 Property insurance services

**3) Quantity or scope**

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

**5) Additional information about lots**

Lot No: 4

Lot title: Fidelity Guarantee Insurance

**1) Short description**

Fidelity Guarantee Insurance.

**2) CPV code(s)**

66510000 Insurance services, 66518300 Insurance claims adjustment services, 66519200 Engineering insurance services, 66514110 Motor vehicle insurance services, 66516400 General liability insurance services, 66000000 Financial and insurance services, 66513200 Contractor's all-risk insurance services, 66515100 Fire insurance services, 66517300 Risk management insurance services, 66512100 Accident insurance services, 66513100 Legal expenses insurance services, 66515000 Damage or loss insurance services, 66516500 Professional liability insurance services, 66515200 Property insurance services

**3) Quantity or scope**

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

**5) Additional information about lots**

Lot No: 5

Lot title: Engineering Insurance and Inspection Services

**1) Short description**

Engineering Insurance and Inspection Services.

**2) CPV code(s)**

66510000 Insurance services, 66518300 Insurance claims adjustment services, 66519200 Engineering insurance services, 66514110 Motor vehicle insurance services, 66516400 General liability insurance services, 66000000 Financial and insurance services, 66513200 Contractor's all-risk insurance services, 66515100 Fire insurance services, 66517300 Risk management insurance services, 66512100 Accident insurance services, 66513100 Legal expenses insurance services, 66515000 Damage or loss insurance services, 66516500 Professional liability insurance services, 66515200 Property insurance services

**3) Quantity or scope**

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

**5) Additional information about lots**

Lot No: 6

Lot title: Personal Accident and Travel Insurance

**1) Short description**

Personal Accident and Travel Insurance.

**2) CPV code(s)**

66510000 Insurance services, 66518300 Insurance claims adjustment services, 66519200 Engineering insurance services, 66514110 Motor vehicle insurance services, 66516400 General liability insurance services, 66000000 Financial and insurance services, 66513200 Contractor's all-risk insurance services, 66515100 Fire insurance services, 66517300 Risk management insurance services, 66512100 Accident insurance services, 66513100 Legal expenses insurance services, 66515000 Damage or loss insurance services, 66516500 Professional liability insurance services, 66515200 Property insurance services

**3) Quantity or scope**

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

**5) Additional information about lots**

Lot No: 7

Lot title: Terrorism

**1) Short description**

Terrorism Insurance.

**2) CPV code(s)**

66510000 Insurance services, 66518300 Insurance claims adjustment services, 66519200 Engineering insurance services, 66514110 Motor vehicle insurance services, 66516400 General liability insurance services, 66000000 Financial and insurance services, 66513200 Contractor's all-risk insurance services, 66515100 Fire insurance services, 66517300 Risk management insurance services, 66512100 Accident insurance services, 66513100 Legal expenses insurance services, 66515000 Damage or loss insurance services, 66516500 Professional liability insurance services, 66515200 Property insurance services

- 3) Quantity or scope
- 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: This tender is open to Insurance Companies who must be licensed to transact business in the categories listed

II.1.6 either in the UK or the EC member State domicile.

Letter of application must be accompanied with information below.

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

List and brief description of conditions: Copy of last 3 years Annual Report & Accounts.

Overview of services provided to the public sector over the last 3 years.

Standard & Poor's (or equivalent) rating.

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

List and brief description of conditions:

Details of names and qualifications of employees who would be responsible for delivery of services.

List of other public sector bodies insured and the risk classes involved.

#### 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: This tender is open to insurance companies who are licensed to provide the insurance cover required either in the UK or the EC Member State of domicile.

Insurers must be authorised by the UK FSA or equivalent. Certain restrictions may apply to the statutory covers in accordance with UK law.

#### III.3.2. Information about staff responsible for the performance of the contract

## 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) yes

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

Envisaged minimum number 3: and Maximum number 20

#### IV.1.3. Information about reduction of the number of solutions or tenders during negotiation or dialogue

Recourse to staged procedure to gradually reduce the number of solutions to be discussed or tenders to be negotiated no

### 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

#### 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: 8.8.2014

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

22.8.2014 - 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**

Ace Insurance, Allianz Insurance, Aspen Insurance, Ecclesiastical, QBE Insurance, Risk Management Partners (AIG/QBE/HSB Engineering), Royal and Sun Alliance, Tokio Marine, Travelers, Zurich Municipal, Aon Crisis Management (Terrorism), Maven Underwriters, Axis Speciality Europe SE, Chubb, Liberty, Lloyds.

### **VI.4. Procedures for review**

#### **VI.4.1. Review body**

#### **VI.4.2. Review procedure**

Precise information on deadline(s) for review procedures: This authority will incorporate a minimum 10 calendar day standstill period at the point information on the award of the contract is communicated to tenderers. This period allows unsuccessful tenderers to seek further debriefing from the contracting authority before the contract is entered into. Such additional information should be requested from the address in section 1.1.

If an appeal regarding the award of a contract has not been successfully resolved the Public Contracts Regulations 2006 (SI 2006 No 5) provide for aggrieved parties who have been harmed or are at risk of harm by a breach of the rules to take action in the High Court (England, Wales and Northern Ireland). Any such action must be brought promptly (generally within 3 months). Where a contract has not been entered into the court may order the setting aside of the award decision or order the authority to amend any document and may award damages. If the contract has been entered into the Court may only award damages.

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

Official name: Borough Council of Wellingborough

Postal address: Swanspool House, Doddington Road

Town: Wellingborough

Postal code: NN8 1BP

Country: United Kingdom

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

22.5.2014