

UK-Plymouth: Insurance services
OJ S 106/2013 04/06/2013
Contract notice
Services

Directive 2004/18/EC

Section I: Contracting authority

I.1. Name and addresses

Official name: Plymouth Community Homes Ltd.
Postal address: Floor 3, Princess Court, 23 Princess Street
Town: Plymouth
Postal code: PL1 2EX
Country: United Kingdom
For the attention of: Karen Grannum
E-mail: pch.purchasing@plymouthcommunityhomes.co.uk
Telephone: +44 1752388349

Internet address(es):

General address of the contracting authority: www.plymouthcommunityhomes.co.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

Body governed by public law

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

Insurance Service Review 2013.

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 UKK41 Plymouth

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)

Property Stock, Terrorism, Combined Liability, Excess Liability, Business Combined, Commercial Combined, Contractors All Risks, Engineering Insurance and Inspection, Employment Practices Liability, Fidelity Guarantee, Professional Indemnity, Motor Fleet, Motor Legal Expenses and Rostrum Contractors Liability Insurance and other insurances and insurance services as required by Plymouth Community Homes.

II.1.6. CPV code(s)

66510000 Insurance services

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

The procurement is covered by the Government Procurement Agreement: no

II.1.8. Lots

This contract is divided into lots: yes
Tenders may be submitted for all 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

Property Stock, Terrorism, Combined Liability, Excess Liability, Business Combined, Commercial Combined, Contractors All Risks, Engineering Insurance and Inspection, Employment Practices Liability, Fidelity Guarantee, Professional Indemnity, Motor Fleet, Motor Legal Expenses and Rostrum Contractors Liability Insurance and other insurances and insurance services as required by Plymouth Community Homes. This is a 3 year contract with the option to extend for a further 2 years, all subject to satisfactory service, cost and performance. The annual value for this contract is approximately 900 k - 1,000 k per annum.

II.2.2. Information about options

Options: yes
Description of options: Plymouth Community Homes is looking to enter into a Long Term Agreement or similar undertaking for 3 years with an option to extend the contract for a further 2 years, all subject to satisfactory service, cost and performance and no breach of the LTU.

II.2.3. Information about renewals

This contract is subject to renewal: no

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

Information about lots

Lot No: 1

Lot title: To be confirmed

1) Short description

To be confirmed.

2) CPV code(s)

66510000 Insurance services

3) Quantity or scope

To be confirmed.

4) Indication about different time frame or duration

5) Additional information about lots

This detail is to be confirmed.

Lot No: 2

Lot title: To be confirmed

1) Short description

To be confirmed.

2) CPV code(s)

66510000 Insurance services

3) Quantity or scope

To be confirmed.

4) Indication about different time frame or duration

5) Additional information about lots

To be confirmed.

Lot No: 3

Lot title: To be confirmed

1) Short description

To be confirmed.

2) CPV code(s)

66510000 Insurance services

3) Quantity or scope

To be confirmed.

4) Indication about different time frame or duration

5) Additional information about lots

To be confirmed.

Section III: Legal, economic, financial and technical information

III.1. Conditions related to the contract

III.1.1. Deposits and guarantees required

As stated in the tender documents.

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

As stated in the tender documents.

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

Joint and several liability to be assumed by all group bidders before acceptance.

III.1.4. Contract performance conditions

The performance of the contract is subject to particular conditions: yes
Description of particular conditions: As stated in the tender documents.

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: Potential suppliers may be requested to provide a summary and overview of services provided to the social housing sector over the past 5 years, and details of up to 5 clients receiving similar services. Potential suppliers may be asked to produce a certificate issued by the appropriate insurance regulatory authority indicating the types of insurance the insurer is authorised to provide and must comply with UK Department of Trade and Industry regulations.

III.2.2. Economic and financial ability

List and brief description of conditions: As stated in the tender documents.

Minimum level(s) of standards possibly required: As stated in the tender documents.

III.2.3. Technical and professional ability

List and brief description of conditions:

As stated in the tender documents

Minimum level(s) of standards possibly required:

Insurers must be licensed to transact business in the categories mentioned in this document either in the UK or EC Member state of domicile.

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 service will be regulated by the provisions of the Financial Services and Markets Act 2000 and any other modifications thereof. Suppliers of insurance services will be required to be authorised by the Financial Services Authority.

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

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 minimum number 3: and Maximum number 5

Objective criteria for choosing the limited number of candidates: As stated in the tender documents.

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 yes

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

Insurance Services Review 2013.

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: 2.7.2013
Payable documents: no

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

9.7.2013

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

15.7.2013

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

VI.1. Information about recurrence

This is a recurrent procurement: yes

Estimated timing for further notices to be published: 2016.

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

Plymouth Community Homes manages over 15,000 homes and its insurance arrangements require extensive resources on the part of insurance service providers. Insurance of social landlords is a highly specialist field, and Plymouth Community Homes will require respondents

to this notice to be able to demonstrate clearly a strong track record of insurance provision in the RSL sector. This will include providing details of the number of housing associations (not local authorities, charities, care homes or other similar interests) which you service, the number of units you insure, your main insurance providers, details of your insurance policy wordings and evidence of detailed knowledge and experience on the part of all account servicing, claims handling and risk management staff. The proposal will be expected to demonstrate in practical terms the capability of tenderers to manage effectively the insurance arrangements for Plymouth Community Homes, as well as providing competitive insurance terms from experienced RSL insurers.

Plymouth Community Homes requires that all insurers proposed for its insurance arrangements shall be at least.

A rated by Standard & Poors or an equivalent rating agency.

The review is to be a two stage procedure. Responses to this notice in the form of a completed PQQ are required by 9.7.2013. Candidates to enter the negotiated stage of the process will be selected from those responses. The final costed tenders from those candidates selected as tenderers must be submitted by 16:00 on 16.9.2013.

VI.4. Procedures for review

VI.4.1. Review body

Official name: High Court of England and Wales

Postal address: Royal Courts of Justice, The Strand

Town: London

Postal code: WC2A 2LL

Country: United Kingdom

Body responsible for mediation procedures

Official name: High Court of England and Wales

Postal address: Royal Courts of Justice, The Strand

Town: London

Postal code: WC2A 2LL

Country: United Kingdom

VI.4.2. Review procedure

Precise information on deadline(s) for review procedures: PCH will allow a period of at least 10 calendar days between the date it gives notice to candidates of the decision to award the proposed agreement and the date on which it proposes to conclude the agreement. If, by midnight at the end of the second working day of the 10 day standstill period, PCH receives a request in writing from a candidate as to why it was not successful, PCH is required to provide additional information to the candidate.

That information must be provided at least 3 working days before the expiry of the 10 days' standstill period (though the standstill period may be extended if it is not possible to provide the information in time). Requests for additional information should be sent to the contact at section 1.1. An aggrieved candidate who claims that it has suffered or risked loss or damage as a result of breach by PCH of its duties under the Public Contracts Regulations 2006 may take proceedings in the High Court. Any such proceedings must be brought promptly and in any event within 3 months from the date on which grounds for bringing proceedings first arose (the Court has a discretion to extend the period for good reason).

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

Official name: Office of Government Commerce

Postal address: Rosebery Court, St Andrews Business Park

Town: Norwich
Postal code: NR7 0HS
Country: United Kingdom

VI.5. Date of dispatch of this notice
31.5.2013