

United Kingdom-Winchester: Insurance services
OJ S 103/2015 30/05/2015
Contract notice
Services

Directive 2004/18/EC

Section I: Contracting authority

I.1. Name and addresses

Official name: Hampshire Constabulary
Postal address: Police Headquarters, West Hill, Romsey Road
Town: Winchester
Postal code: SO22 5DB
Country: United Kingdom
For the attention of: Stevie Fountain
Telephone: +44 1962826906

Internet address(es):

General address of the contracting authority: <http://www.hampshire.police.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

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: yes

Official name: Office of the Police and Crime Commissioner for Hampshire, St Georges Chambers, St Georges Street, Winchester SO23 8AJ

Section II: Object of the contract

II.1. Description

II.1.1. Title attributed to the contract by the contracting authority

Provision of Motor and Casualty Insurance Services for Hampshire Constabulary.

II.1.2. Type of contract and place of performance or delivery

Services

Main site or place of performance: County of Hampshire, United Kingdom.

NUTS code UKJ3 Hampshire and Isle of Wight

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)

Provision of Casualty and Motor Insurance Services (excluding the provision of insurance brokering services).

II.1.6. CPV code(s)

66510000 Insurance services, 66516400 General liability insurance services, 66516500 Professional liability insurance services, 66514110 Motor vehicle insurance services, 66514100 Insurance related to Transport, 66516000 Liability insurance services, 66515410 Financial loss insurance services, 66516100 Motor vehicle liability 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: no

II.2. Scope of the procurement

II.2.1. Total quantity or scope

Please see tender documents.
Estimated value excluding VAT:
Range: between 1 250 000 and 2 500 000 GBP

II.2.2. Information about options

Options: yes
Description of options: The Contracting Authority are seeking a long term agreement of 3 years with an option to extend for a further 2 years on a 1+1 basis.

II.2.3. Information about renewals

This contract is subject to renewal: yes

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

Start 1.10.2015. Completion 30.9.2020

Information about lots

Lot No: 1

Lot title: Casualty

1) Short description

Casualty insurance including Officials Indemnity and Professional Indemnity.

2) CPV code(s)

66510000 Insurance services, 66516500 Professional liability insurance services, 66516000 Liability insurance services, 66516400 General liability insurance services, 66515410 Financial loss insurance services

3) Quantity or scope

Please see tender documents.
Estimated value excluding VAT:
Range: between 625 000 and 1 250 000 GBP

4) Indication about different time frame or duration

5) Additional information about lots

Lot No: 2

Lot title: Motor Fleet

1) Short description

Motor Fleet insurance.

2) CPV code(s)

66510000 Insurance services, 66514110 Motor vehicle insurance services, 66514100 Insurance related to Transport, 66516100 Motor vehicle liability insurance services

3) Quantity or scope

Please see tender documents.

Estimated value excluding VAT:

Range: between 625 000 and 1 250 000 GBP

4) Indication about different time frame or duration

5) Additional information about lots

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

III.2. Conditions for participation

III.2.1. Suitability to pursue the professional activity, including requirements relating to enrolment on professional or trade registers

III.2.2. Economic and financial ability

List and brief description of conditions: Insurers will be authorised to write the classes of insurance listed within the EU Member States subject to English/Welsh law and jurisdiction of the English/Welsh courts. 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 Department of Trade and Industry Regulations. Potential suppliers may be asked to produce a copy of their annual reports and accounts for the last 3 years, name and address of bankers, details of last 3 years of underwriting experience for the classes of business referred to in this notice.

Minimum level(s) of standards possibly required: Insurers must be at least A rated by Standard and Poors or equivalent agency.

III.2.3. Technical and professional ability

List and brief description of conditions:

Details of membership of any professional body or association and education/professional qualifications/experience of all staff providing the services, and evidence of risk management capabilities. Please see the invitation to tender (ITT) for more details.

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 will be insurance companies authorised to write classes of insurance listed within the EU Member States subject to English/Welsh law and jurisdiction of the English/Welsh courts. The service will be regulated by the provisions of the Insurance Act 1982 and any modification 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: no

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 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

HC06774

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: 2.7.2015
Payable documents: no

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

3.7.2015 - 14:00

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
Duration in days: 120 (from the date stated for receipt of tender)

IV.3.8. Conditions for opening of tenders

Section VI: Complementary information

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

Instructions how to download tender documents

This procurement will be undertaken using an e-tendering system (In-tend) which can be found at: <https://intendhost.co.uk/hampshire> Tenderers are required to register their company details on In-tend. No charge is made for registration or access to this system.

Full details and user guides on how to register and operate the system are available via the link <https://in-tendhost.co.uk/hampshire> / under the HELP tab.

If you are not currently a registered supplier please register your company via the Company Details Tab at the top of the screen. Please note the email address used when registering as a new supplier should be for the person who will deal with the tender, as login details, subsequent messages and tender documents will be automatically sent to this email address. Please ensure the email account registered on this system is regularly monitored. You may register more than 1 user per organisation against your account.

Once you have registered, or if you already are a registered supplier, please Log On. Once in the website, click on TENDERS on the top bar, scroll down to CURRENT and then search for the title of this project for further information. If you wish to express interest please click on Express Interest. Tender documents will then be available for download

How to submit a tender using the In-tend web site:

Log into the In-tend website. Once you have Expressed an Interest, the tender documents can be found in your My Tenders folder. Once you have located the tender you require, click on the View Details button of this project then click on the ITT Documents Tab. Scroll down the page to where it says Tender Documents Received and view all tender documents received. Click on the VIEW button. Download the documents as required.

If we have chosen to use an interactive questionnaire, this will be located under My Tender Return. This will vary depending on the tender.

When you have completed your tender, scroll down to the Attach Documents button and search for your saved document/s. Upload the documents back on to the website and click on the RED Submit Return Button. This will submit your tender. If successfully uploaded, the system will issue a confirmation receipt. If you cannot see the receipt due to Popup Blocker you will be able to view the receipt on the History Tab.

Documents must be uploaded using Word/Excel or PDF format.

II.1.2) Type of contract and location of works, place of delivery or of performance

Service

Service category No: 6a

VI.4. Procedures for review

VI.4.1. Review body

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

27.5.2015