

United Kingdom-Norwich: Insurance services

OJ S 126/2014 04/07/2014

Contract notice

Services

Directive 2004/18/EC

Section I: Contracting authority

I.1. Name and addresses

Official name: Flagship Housing Group LTD

Postal address: The Chapel, Keswick Hall

Town: Norwich

Postal code: NR4 6TJ

Country: United Kingdom

For the attention of: Andy Fordham

E-mail: andy.fordham@flagship-housing.co.uk

Telephone: +44 1603255477

Fax: +44 1603255480

Internet address(es):

General address of the contracting authority: <http://www.flagship-housing.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

UK-Norwich: 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: East Anglia

NUTS code UKH1 East Anglia

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)

Flagship Housing Group are seeking a single provider of insurance services to provide cover across, but not limited to: Property insurance, All risk insurance, Contractors insurance, Public Liability Insurance, Employers Liability, Professional indemnity Insurance, Fidelity Insurance, Legal expenses insurance, Money Insurance, Death in Service Insurance, Motor Insurance. Flagship are also seeking quotes for the provision of Motor insurance as a separate lot, to allow competition in price from specialist motor insurers.

II.1.6. CPV code(s)

66510000 Insurance services, 66513000 Legal insurance and all-risk insurance services, 66513100 Legal expenses insurance services, 66513200 Contractor's all-risk insurance services, 66514110 Motor vehicle insurance services, 66515200 Property insurance services, 66516000 Liability insurance services, 66515410 Financial loss insurance services, 66516500 Professional liability insurance services, 66519200 Engineering 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 one lot only

II.1.9. Information about variants

Variants will be accepted: yes

II.2. Scope of the procurement

II.2.1. Total quantity or scope

Flagship seek providers to satisfy either all corporate insurance requirements (including Motor insurance), or Motor Insurance as a single item
Estimated value excluding VAT:
Range: between 750 000 and 1 500 000 GBP

II.2.2. Information about options

Options: no

II.2.3. Information about renewals

This contract is subject to renewal: no

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

Start 1.10.2014. Completion 30.9.2018

Information about lots

Lot No: 1

1) Short description

2) CPV code(s)

66510000 Insurance services, 66513000 Legal insurance and all-risk insurance services, 66513100 Legal expenses insurance services, 66513200 Contractor's all-risk insurance

services, 66514110 Motor vehicle insurance services, 66515200 Property insurance services, 66516000 Liability insurance services, 66515410 Financial loss insurance services, 66516500 Professional liability insurance services, 66519200 Engineering insurance services

- 3) **Quantity or scope**
- 4) **Indication about different time frame or duration**
- 5) **Additional information about lots**

Lot No: 2

- 1) **Short description**
- 2) **CPV code(s)**
66510000 Insurance services, 66513000 Legal insurance and all-risk insurance services, 66513100 Legal expenses insurance services, 66513200 Contractor's all-risk insurance services, 66514110 Motor vehicle insurance services, 66515200 Property insurance services, 66516000 Liability insurance services, 66515410 Financial loss insurance services, 66516500 Professional liability insurance services, 66519200 Engineering 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

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

Net cash 30 days from date of fully detailed and correct invoice received

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

Limited Company

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: a. is bankrupt or is being wound up, where his affairs are being administered by the court, where he has entered into an arrangement with creditors, where he has suspended business activities or is in any analogous situation arising from a similar procedure under national laws and regulations; b. is the subject of proceedings for a declaration of bankruptcy, for an order for compulsory winding up or administration by the court or of an arrangement with creditors or of any similar proceedings under national laws and regulations; c. has been convicted by judgement which has the force res judicata in accordance with the legal provisions of the country of any offence concerning his professional

conduct; d. has been guilty of grave professional misconduct proven by any means which the contracting authorities can demonstrate; e. has not fulfilled obligations relating to the payment of social security contributions in accordance with the legal provisions of the country in which he is established or with those of the country of the contracting authority; f. has not fulfilled obligations relating to the payment of taxes in accordance with the legal provisions of the country in which he is established or with those of the country of the contracting authority; g. is guilty of serious misrepresentation in supplying the information required under this Section or has not supplied such information; h. has been the subject of a conviction for participation in a criminal organisation, as defined in Article 2(1) of Council Joint Action 98/733/JHA; i. has been the subject of a conviction for corruption, as defined in Article 3 of the Council Act 26 May 1972 and Article 3(1) Council Joint Action 98/742/JHA3 respectively; j. has been the subject of a conviction for fraud within the meaning of Article 1 of the Convention relating to the protection of the financial interests of the European Communities; k. has been the subject of a conviction for money laundering, as defined in Article 1 of Council Directive 91/308/EEC of 10 1991 on prevention of the use of the financial system for the purposes of money laundering.

III.2.2. Economic and financial ability

List and brief description of conditions: a) appropriate statements from banks or, where appropriate, evidence of relevant professional risk indemnity insurance; b) the presentation of balance sheet or extracts from balance sheets, where publication of the balance sheet is required under the law of the country in which the economic operator is established; c) a statement of the undertaking's overall turnover and, where appropriate, of turnover in the area covered by the contract for the maximum of the last three years available, depending on the date on which the undertaking was set up or the economic operator started trading, as far as the information on these turnovers is available.

Minimum level(s) of standards possibly required: Bidders must have a Dunn and Bradstreet credit rating of 1 or 2, to participate in the tender exercise

III.2.3. Technical and professional ability

List and brief description of conditions:

An indication of the proportion of the contract which the services provider intends possibly to subcontract

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: The insurers must be authorised to carry on insurance business in accordance with the Insurance Companies Act (1982) and the Insurance Companies regulations (1994)

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

Accelerated restricted

Justification for the choice of accelerated procedure: Due to the required cover to commence on 1st October 2014, and the specificity of the insurance services provided, Flagship Housing Group are using the accelerated restricted procedure.

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

Envisaged minimum number 5: and Maximum number 12

Objective criteria for choosing the limited number of candidates: Pre Tender PQQ

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

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: 18.7.2014

Payable documents: no

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

21.7.2014

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

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

VI.4. Procedures for review

VI.4.1. Review body

Official name: Flagship Housing Group Ltd
Postal address: Keswick Hall, Keswick, Norwich, Norfolk
Town: Norwich
Postal code: NR4 6TJ
Country: United Kingdom
E-mail: rod.ayden@flagship-housing.co.uk
Telephone: +44 160355445

VI.4.2. Review procedure

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

Official name: Flagship Housing Group Ltd
Postal address: Keswick Hall, Keswick, Norwich, Norfolk
Town: Norwich
Postal code: NR4 6TJ
Country: United Kingdom
E-mail: andy.fordham@flagship-housing.co.uk
Telephone: +44 160355477

VI.5. Date of dispatch of this notice

1.7.2014