

**United Kingdom-Wakefield: Insurance services**  
**OJ S 101/2019 27/05/2019**  
**Contract notice**  
**Services**

**Legal Basis:**

Directive 2014/24/EU

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**Section I: Contracting authority**

**I.1. Name and addresses**

Official name: Enquire Learning Trust  
Postal address: Unit 18, Appleton Court  
Town: Wakefield  
NUTS code: UKD North West (England)  
Postal code: WF27AR  
Country: United Kingdom  
Contact person: Sara Gartshore  
E-mail: [info@enquirelearningtrust.org](mailto:info@enquirelearningtrust.org)  
Telephone: +44 1924792960

**Internet address(es):**

Main address: [www.enquirelearningtrust.org](http://www.enquirelearningtrust.org)  
Address of the buyer profile: [https://www.mytenders.co.uk/search/Search\\_AuthProfile.aspx?ID=AA40709](https://www.mytenders.co.uk/search/Search_AuthProfile.aspx?ID=AA40709)

**I.2. Information about joint procurement**

The contract is awarded by a central purchasing body

**I.3. Communication**

The procurement documents are available for unrestricted and full direct access, free of charge, at: <https://enquirelearningtrust.org/key-information/procurement/open-tenders>  
Additional information can be obtained from the abovementioned address  
Tenders or requests to participate must be submitted to the abovementioned address

**I.4. Type of the contracting authority**

Body governed by public law

**I.5. Main activity**

Education

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**Section II: Object**

**II.1. Scope of the procurement**

**II.1.1. Title**

Enquire Learning Trust — Staff Absence Insurance

**II.1.2. Main CPV code**

66510000 Insurance services

**II.1.3.**

## **Type of contract**

Services

### **II.1.4. Short description**

Staff absence insurance to cover staff within the Enquire Learning Trust and provide an inclusive health scheme.

### **II.1.5. Estimated total value**

### **II.1.6. Information about lots**

This contract is divided into lots: no

## **II.2. Description**

### **II.2.2. Additional CPV code(s)**

66510000 Insurance services

### **II.2.3. Place of performance**

NUTS code: UK United Kingdom

### **II.2.4. Description of the procurement**

To supply to individual ELT Academy Clients staff absence insurance for teachers and teaching assistants (see Appendix C for staff numbers).

The insurance must cover for the following absences:

- accident and sickness for teaching and non-teaching staff,
- maternity and paternity leave,
- adoption leave,
- compassionate leave,
- suspension,
- periods of phased return.

Further details of the requirements are found within the RFQ document.

### **II.2.5. Award criteria**

Criteria below

Quality criterion - Name: Quality of scheme and provider / Weighting: 60

Cost criterion - Name: Price of scheme / Weighting: 40

### **II.2.6. Estimated value**

### **II.2.7. Duration of the contract, framework agreement or dynamic purchasing system**

Duration in months: 36

This contract is subject to renewal: no

### **II.2.10. Information about variants**

Variants will be accepted: yes

### **II.2.11. Information about options**

Options: yes

Description of options:

Any value-add to the scheme that a supplier is proposing, the Enquire Learning Trust would be happy to discuss.

### **II.2.13. Information about European Union funds**

The procurement is related to a project and/or programme financed by European Union funds:  
no

## II.2.14. Additional information

### Section III: Legal, economic, financial and technical information

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#### III.1. Conditions for participation

##### III.1.2. Economic and financial standing

Selection criteria as stated in the procurement documents

##### III.1.3. Technical and professional ability

Selection criteria as stated in the procurement documents

#### III.2. Conditions related to the contract

##### III.2.1. Information about a particular profession

Execution of the service is reserved to a particular profession Reference to the relevant law, regulation or administrative provision:

Insurance provided needs to be specific for an Education environment.

##### III.2.3. 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

### Section IV: Procedure

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#### IV.1. Description

##### IV.1.1. Type of procedure

Open procedure

##### IV.1.3. Information about a framework agreement or a dynamic purchasing system

##### IV.1.8. Information about the Government Procurement Agreement (GPA)

The procurement is covered by the Government Procurement Agreement: yes

#### IV.2. Administrative information

##### IV.2.2. Time limit for receipt of tenders or requests to participate

Date: 27/06/2019 Local time: 12:00

##### IV.2.3. Estimated date of dispatch of invitations to tender or to participate to selected candidates

##### IV.2.4. Languages in which tenders or requests to participate may be submitted

English

##### IV.2.6. Minimum time frame during which the tenderer must maintain the tender

Duration in months: 3 (from the date stated for receipt of tender)

##### IV.2.7. Conditions for opening of tenders

Date: 28/06/2019 Local time: 12:00

Place:

Enquire Learning Trust HQ — Wakefield.

Information about authorised persons and opening procedure: — Jodie Younger — Chief Finance Officer, — Lauren Stones — Director of HR, — Paul Kennedy — Director of Operations.

## **Section VI: Complementary information**

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### **VI.1. Information about recurrence**

This is a recurrent procurement: no

### **VI.2. Information about electronic workflows**

Electronic invoicing will be accepted

Electronic payment will be used

### **VI.3. Additional information**

Note: To register your interest in this notice and obtain any additional information please visit the myTenders Web Site at [https://www.mytenders.co.uk/Search/Search\\_Switch.aspx?ID=215790](https://www.mytenders.co.uk/Search/Search_Switch.aspx?ID=215790)

[ID=215790](https://www.mytenders.co.uk/Search/Search_Switch.aspx?ID=215790)

(MT Ref:215790).

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

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

Official name: Enquire Learning Trust

Postal address: Unit 18, Appleton Court

Town: Wakefield

Postal code: WF27AR

Country: United Kingdom

E-mail: [info@enquirelearningtrust.org](mailto:info@enquirelearningtrust.org)

Telephone: +44 1924792960

Internet address: [www.enquirelearningtrust.org](http://www.enquirelearningtrust.org)

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

23/05/2019