

**Italy-Cervia: Insurance services**

OJ S 149/2015 05/08/2015

**Contract notice****Services****Directive 2004/18/EC****Section I: Contracting authority**

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**I.1. Name and addresses**

Official name: Comune di Cervia

Postal address: Piazza G. Garibaldi 1

Town: Cervia

Postal code: 48015

Country: Italy

Contact person: Servizio Economato — Provveditorato — Utenza — Assicurazioni

For the attention of: d.ssa Carlotta Landi

E-mail: [comune.cervia@legalmail.it](mailto:comune.cervia@legalmail.it)

Telephone: +39 0544979237

Fax: +39 054472465

**Internet address(es):**General address of the contracting authority: [www.comunecervia.it](http://www.comunecervia.it)Address of the buyer profile: <http://www.comunecervia.it>Electronic access to information: <http://www.comunecervia.it>**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:** Official name: Comune di Cervia

Postal address: Piazza G. Garibaldi 1

Town: Cervia

Postal code: 48015

Country: Italy

Contact person: Ufficio Protocollo

For the attention of: dott.ssa Landi Carlotta

E-mail: [comune.cervia@legalmail.it](mailto:comune.cervia@legalmail.it)

Telephone: +39 05449793237

Fax: +39 0544972465

Internet address: [www.comunecervia.it](http://www.comunecervia.it)**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**

Affidamento servizi assicurativi.

### **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: Cervia.

NUTS code ITD57 Ravenna

### **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)**

Servizi assicurativi:

Lotto n. 1 All Risks Property.

Lotto n. 2 Responsabilità civile verso terzi e verso prestatori d'opera (RCT/O).

Lotto n. 3 Tutela legale.

### **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 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**

Importo lordo complessivo per n. 3 lotti per l'intera durata dell'appalto: 1 088 000 EUR.

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

Options: yes

Description of options: Procedura negoziata senza bando ai sensi dell'art. 57 comma 5 lett. B) D.Lgs. 163/06.

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

This contract is subject to renewal: yes

Number of possible renewals: 1

In the case of renewable supplies or service contracts, estimated timeframe for subsequent contracts:

in months: 32 (from the award of the contract)

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

Duration in months: 32 (from the award of the contract)

#### Information about lots

Lot No: 1

Lot title: Servizi assicurativi

**1) Short description**

All Risks Property — CIG: 6327694247.

**2) CPV code(s)**

66515100 Fire insurance services

**3) Quantity or scope**

101 333,33 EUR per l'intera durata dell'appalto.

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

**5) Additional information about lots**

Lot No: 2

Lot title: Servizi assicurativi

**1) Short description**

Responsabilità civile verso terzi e verso prestatori d'opera (R.C.T/O) — CIG: 6327764C08.

**2) CPV code(s)**

66516400 General liability insurance services

**3) Quantity or scope**

920 000 EUR per l'intera durata dell'appalto.

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

**5) Additional information about lots**

Lot No: 3

Lot title: Servizi assicurativi

**1) Short description**

Tutela legale — CIG: 632777551E.

**2) CPV code(s)**

66513000 Legal insurance and all-risk insurance services

**3) Quantity or scope**

66 666,67 EUR per l'intera durata dell'appalto.

**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**

Cauzione del 2 % prezzo a base d'asta per singolo lotto cui si partecipa, ai sensi dell'art. 75 D. Lgs. 163/2006.

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

Fondi propri dell'amministrazione comunale.

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

Artt. 34 e 37 D.Lgs. n. 163/2006 e ss.mm.; altre informazioni acquisibili dalle norme di gara presso il sito indicato al punto I.1).

**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: Vedasi norme di gara e dichiarazione sostitutiva unica ad esse allegata, visionabili sul sito indicato al punto I.1).

**III.2.2. Economic and financial ability**

Minimum level(s) of standards possibly required: Come al precedente punto III.2.1).

**III.2.3. Technical and professional ability**

Minimum level(s) of standards possibly required:  
Come al precedente punto III.2.1).

**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: D.Lgs. 7.9.2005 n. 209.

**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

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**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 Criteria below  
1. Offerta tecnica. Weighting 60

2. Offerta economica. Weighting 40

#### **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**

Payable documents: no

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

15.9.2015 - 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**

Lithuanian.

##### **IV.3.7. Minimum time frame during which the tenderer must maintain the tender**

Duration in days: 180 (from the date stated for receipt of tender)

##### **IV.3.8. Conditions for opening of tenders**

Date: 16.9.2015 - 9:00

Place:

Residenza municipale.

Persons authorised to be present at the opening of tenders: yes

Information about authorised persons and opening procedure: Esame documentazione amministrativa e apertura offerta tecnica seduta pubblica; valutazione dell'offerta tecnica seduta riservata; esame offerta economica seduta pubblica.

#### **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**

Termine ultimo per richiesta informazioni complementari: vedasi norme di gara visionabili sul sito indicato al punto I.1).

Versamento contributo Autorità Contratti Pubblici per i seguenti lotti, seguendo le istruzioni operative pubblicate sul sito [http://www.anticorruzione.it/portal/public/classic/home/\\_riscossioni](http://www.anticorruzione.it/portal/public/classic/home/_riscossioni): lotto n. 2 (RCT/O) — 80 EUR.

La stazione appaltante ha conferito mandato di brokeraggio assicurativo alla AON SpA Via Riva Reno 63 — 40122 Bologna, al quale competono le commissioni di intermediazione che lo

stesso avrà diritto di trattenersi nella misura del 9 % dei premi imponibili delle polizze. L'aggiudicatario si impegna a garantire la copertura assicurativa delle ore 24:00 del 30.11.2015 anche in pendenza dell'aggiudicazione definitiva e della sottoscrizione delle polizza.

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

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

Official name: Tribunale Amministrativo per l'Emilia Romagna

Postal address: Strada Maggiore 53

Town: Bologna

Postal code: 40100

Country: Italy

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

Precise information on deadline(s) for review procedures: 30 giorni dalla data di pubblicazione del bando di gara nella Gazzetta Ufficiale della Repubblica Italiana (D.Lgs. 2.7.2010 n. 104 — art. 120 comma 5).

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

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

31.7.2015