

United Kingdom-Cardiff: Insurance services
OJ S 156/2016 13/08/2016
Contract notice
Services

Legal Basis:

Directive 2014/24/EU

Section I: Contracting authority

I.1. Name and addresses

Official name: Wales and West Housing Association Ltd

Postal address: Head Office: 3 Alexandra Gate, Ffordd Pengam, Tremorfa

Town: Cardiff

NUTS code: UKL22 Cardiff and Vale of Glamorgan

Postal code: CF24 2UD

Country: United Kingdom

Contact person: Our Consultant for this procurement: NHF Insurance Services

E-mail: j.flint@nhfinsurance.co.uk

Internet address(es):

Main address: <http://www.wwha.co.uk>

Address of the buyer profile: http://www.sell2wales.gov.wales/search/Search_AuthProfile.aspx?ID=AA44665

I.1. Name and addresses

Official name: Cymdeithas Tai Cantref

Postal address: Llys Cantref, Church Lane

Town: Newcastle Emlyn

NUTS code: UKL14 South West Wales

Postal code: SA38 9AB

Country: United Kingdom

E-mail: j.flint@nhfinsurance.co.uk

Internet address(es):

Main address: <http://www.cantref.co.uk>

I.2. Information about joint procurement

The contract involves joint procurement

In the case of joint procurement involving different countries, state applicable national procurement law:

Cymdeithas Tai Cantref Cyf.

I.3. Communication

The procurement documents are available for unrestricted and full direct access, free of charge, at: www.sell2wales.gov.wales

Additional information can be obtained from the abovementioned address

Tenders or requests to participate must be submitted electronically via: www.sell2wales.gov.wales

I.4. Type of the contracting authority

Body governed by public law

I.5. Main activity

Housing and community amenities

Section II: Object

II.1. Scope of the procurement

II.1.1. Title

Insurance & related services to Wales and West Housing.

II.1.2. Main CPV code

66510000 Insurance services

II.1.3. Type of contract

Services

II.1.4. Short description

General Insurance (non-life) risks, as required by Wales and West Housing Association Ltd for a period of 3 years (or periods of insurance) commencing 1.1.2017, with the option to extend by up to two further years (or periods of insurance).

The Contract will also include Engineering Inspection Services.

The Contract may also include Insurance and related services to Cymdeithas Tai Cantref Cyf.

II.1.5. Estimated total value

Value excluding VAT: 1 450 000,00 GBP

II.1.6. Information about lots

This contract is divided into lots: yes

Tenders may be submitted for maximum number of lots: 2

II.2. Description

II.2.1. Title

Insurance and related services for Motor Vehicle risks (possibly including Motor Legal Expenses and Occasional Business Use)

Lot No: 2

II.2.2. Additional CPV code(s)

66514110 Motor vehicle insurance services, 66516100 Motor vehicle liability insurance services, 66518100 Insurance brokerage services, 66517300 Risk management insurance services

II.2.3. Place of performance

NUTS code: UKL14 South West Wales

Main site or place of performance: Focussed around the head office and properties in Cardiff, South and West Wales, plus other areas necessary to fulfil the Contract.

II.2.4. Description of the procurement

Insurance services for Motor Vehicle risks (possibly including Motor Legal Expenses and Occasional Business use extensions).

II.2.5.

Award criteria

Price is not the only award criterion and all criteria are stated only in the procurement documents

II.2.6. Estimated value

Value excluding VAT: 250 000,00 GBP

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

Start: 01/01/2017 End: 31/12/2019

This contract is subject to renewal: yes

Description of renewals:

The initial contract period is expected to be three years (or periods of insurance) commencing 1.1.2017, with the option to extend by up to two further years (or periods of insurance).

II.2.9. Information about the limits on the number of candidates to be invited

Envisaged minimum number: 3 Maximum number: 6 Objective criteria for choosing the limited number of candidates:

This will be a two stage Tender using the Restricted Procedure, including a PQQ (Pre Qualification Questionnaire) stage.

For reasons of confidentiality, full ITT documentation will be made available only to potential bidders that meet minimum requirements at the PQQ stage. Sufficient detail will be included in the PQQ documentation for Bidders to consider their participation in this process.

Bidders failing to meet required minimum standards at selection (PQQ) stage will be rejected.

Bidders meeting the required standards at PQQ stage will be ranked according to the highest score achieved and may be rejected in reverse order to achieve our maximum number of operators at the ITT stage.

II.2.10. Information about variants

Variants will be accepted: no

II.2.11. Information about options

Options: yes

Description of options:

Wales & West Housing will consider entering into Long Term Agreements with the bidder and /or the bidder's proposed

Risk Carriers for three years (or three periods of insurance), with an option to extend the award period by up to 2 further years (or periods of insurance) subject to service, performance and cost.

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

II.2. Description

II.2.1. Title

A programme of General Insurance and related services for Wales & West Housing Association Ltd, excluding Motor Fleet risks

Lot No: 1

II.2.2.

Additional CPV code(s)

66510000 Insurance services, 66512100 Accident insurance services, 66513100 Legal expenses insurance services, 66513200 Contractor's all-risk insurance services, 66515000 Damage or loss insurance services, 66515200 Property insurance services, 66515410 Financial loss insurance services, 66515411 Pecuniary loss insurance services, 66516000 Liability insurance services, 66516500 Professional liability insurance services, 66517300 Risk management insurance services, 66518000 Insurance brokerage and agency services, 66518100 Insurance brokerage services, 66519200 Engineering insurance services, 66516400 General liability insurance services, 71631100 Machinery-inspection services, 71631000 Technical inspection services, 71630000 Technical inspection and testing services

II.2.3. Place of performance

NUTS code: UKL14 South West Wales

Main site or place of performance: Focussed around the head office and properties in Cardiff, South and West Wales, plus other areas necessary to fulfil the contract.

II.2.4. Description of the procurement

A programme of General Insurance and related services for Wales & West Housing Association Ltd. Excluding Motor Insurance.

The insurance classes within Lot 1 may include but not be limited to: Material Damage, Works in Progress,

Business Interruption, All Risks, Money, Public, Property Owners & Products Liability, Employers Liability, Libel and Slander, Professional Negligence, Engineering Inspection and Insurance, Fidelity Guarantee / Crime, Group Personal Accident, Terrorism, Employment Practices Liability, Commercial Legal Expenses and Directors and Officers Liability.

II.2.5. Award criteria

Price is not the only award criterion and all criteria are stated only in the procurement documents

II.2.6. Estimated value

Value excluding VAT: 1 200 000,00 GBP

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

Start: 01/01/2017 End: 31/12/2019

This contract is subject to renewal: yes

Description of renewals:

The initial contract is for a period of three years (or periods of insurance) commencing 1.1.2017, with the option to extend by up to two further years (or periods of insurance).

II.2.9. Information about the limits on the number of candidates to be invited

Envisaged minimum number: 3 Maximum number: 6 Objective criteria for choosing the limited number of candidates:

This will be a two stage Tender using the Restricted procedure, including a PQQ (Pre Qualification Questionnaire) stage. For reasons of confidentiality, full ITT tender documentation will be made available only to potential bidders that meet minimum requirements at the PQQ stage. Sufficient detail will be included in the PQQ documentation for Bidders to consider their participation in this process.

Bidders failing to meet required minimum standards at selection (PQQ) stage will be rejected. Bidders meeting the required standards at PQQ stage will be ranked according to the highest score achieved and may be rejected in reverse order to achieve our maximum number of operators at the ITT stage.

II.2.10. Information about variants

Variants will be accepted: no

II.2.11. Information about options

Options: yes

Description of options:

Wales & West Housing will consider entering into Long Term Agreements with the bidder and /or the bidder's proposed

Risk Carriers for three years (or three periods of insurance), with an option to extend the award period by up to 2 further years (or periods of insurance) subject to service, performance and cost.

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

III.1. Conditions for participation

III.1.1. Suitability to pursue the professional activity, including requirements relating to enrolment on professional or trade registers

List and brief description of conditions:

Potential suppliers will be required to provide an overview of services provided to the social housing, public

sector or other relevant property owners over the past five years and details of at least two clients currently

receiving similar services. Potential suppliers will be required to provide evidence of regulation by the FCA

or other appropriate insurance regulatory authority indicating the types of insurance the proposed insurer is

authorised to arrange or provide. Otherwise, as stated in Tender Documents.

III.1.2. Economic and financial standing

List and brief description of selection criteria:

The tender documents will require providers to produce financial information in relation to the type of services offered, including but not limited to two years reports and accounts.

Minimum level(s) of standards possibly required:

A minimum financial rating of A- from Standard and

Poors, or an equivalent rating Agency will be required of all Insurance risk carriers.

III.1.3. Technical and professional ability

List and brief description of selection criteria:

As stated in Tender Documents.

Minimum level(s) of standards possibly required:

The tender documents will require providers to

detail their professional experience, resource, skills,

qualifications and quality control practices, through completion of a Pass/Fail type Selection Questionnaire.

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:

For insurance services, Insurers authorised under the Financial Services and Markets Act 2000, Insurance

Companies Act 1982 (and any other statutory modifications thereof) and regulated by the UK Financial Conduct

Authority, or equivalent in another member state of the European Economic Area. Insurance Brokers registered

with and regulated by the Financial Conduct Authority.

III.2.2. Contract performance conditions

As stated in Tender Documents.

Section IV: Procedure

IV.1. Description

IV.1.1. Type of procedure

Restricted 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: no

IV.2. Administrative information

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

Date: 14/09/2016 Local time: 12:00

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

Date: 19/09/2016

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

Tender must be valid until: 30/12/2016

Section VI: Complementary information

VI.1. Information about recurrence

This is a recurrent procurement: no

VI.3. Additional information

All Bidders at the ITT stage will be required to detail your proposed insurance wordings.

The Contract is divided into 2 Lots. Bidders may bid for one or both Lots. Individual lots will not be divided further into sub-Lots.

Where the respondent is an insurance Broker, it may choose to place the insurance(s) required within Lot 1 with different insurers at its discretion, but full details of the risk carrier(s) will be required, for evaluation purposes.

NOTE: To register your interest in this notice and obtain any additional information please visit the Sell2Wales Web Site at http://www.sell2wales.gov.wales/Search/Search_Switch.aspx?ID=51169

The buyer has indicated that it will accept electronic responses to this notice via the Postbox facility. A user guide is available at http://www.sell2wales.gov.wales/sitehelp/help_guides.aspx Suppliers are advised to allow adequate time for uploading documents and to dispatch the electronic response well in advance of the closing time to avoid any last minute problems. (WA Ref:51169).

VI.4. Procedures for review

VI.4.1. Review body

Official name: The High Court of England and Wales

Town: London

Country: United Kingdom

VI.4.3. Review procedure

Precise information on deadline(s) for review procedures:

The Contracting Authority will enter into this contract following a 10 calendar day standstill period starting on the day after the notification of the result. The Public Contracts Regulations 2015 (as amended) (The Regulations)

provide for aggrieved Parties who have been harmed or who are at risk of harm by a breach of the Regulations

to bring proceedings in the High Court. Any such proceedings must be brought within the limitation period

specified by the Regulations according to the remedy sought.

VI.5. Date of dispatch of this notice

11/08/2016