

**United Kingdom-Christchurch: Motor vehicle insurance services**

OJ S 182/2015 19/09/2015

Contract notice

Services

Directive 2004/18/EC

**Section I: Contracting authority**

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**I.1. Name and addresses**

Official name: Spectrum Housing Group

Postal address: Spectrum House, Grange Road

Town: Christchurch

Postal code: BH23 4GE

Country: United Kingdom

For the attention of: Nigel Leighton (Procurement Processes), Martyn Evans (Insurance Subject Matter)

E-mail: [nigel.leighton@spectrumhousing.co.uk](mailto:nigel.leighton@spectrumhousing.co.uk)**Internet address(es):**General address of the contracting authority: <http://www.spectrumhousing.co.uk>Address of the buyer profile: <http://spectrum.g2b.info>**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**

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**II.1. Description****II.1.1. Title attributed to the contract by the contracting authority**

Motor Fleet Insurance cover, Associated Claims Handling and Uninsured Loss Recovery.

**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

NUTS code UK United Kingdom

**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)**

Motor vehicle insurance services. Damage or loss insurance services. Motor Fleet Insurance cover, Associated Claims Handling and uninsured loss recovery.

#### **II.1.6. CPV code(s)**

66514110 Motor vehicle insurance services, 66515000 Damage or loss 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**

Spectrum Housing Group (SHG) is a non-profit organisation, formed in 2007. We own and manage approximately 18 000 homes and maintain a further 45 000 across the South of England through Spectrum Property Care. We work in partnership with local authorities, health trusts, statutory bodies, a range of voluntary organisations and higher education establishments to create safe, sustainable communities. In order to meet our business needs we have a fleet of vehicles and as such require Motor Fleet Insurance cover and Associated Claims Handling.

The breakdown of the fleet (including principal service are detailed below)

— 345 Trades Vans (For use by Spectrum Property Care Trades staff)

— 4 Fleet Cars (For use by Spectrum Housing Group Staff).

Estimated value excluding VAT: 585 000 GBP

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

Options: no

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

This contract is subject to renewal: yes

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

in months: 12 (from the award of the contract)

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

Duration in months: 36 (from the award of the contract)

Information about lots

Lot No: 1

Lot title: Provision of Motor Insurance including claims handling

#### **1) Short description**

Provision of Motor Insurance including claims handling.

#### **2) CPV code(s)**

66514110 Motor vehicle insurance services

**3) Quantity or scope**

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

Duration in months: 12 (from the award of the contract)

**5) Additional information about lots**

Lot No: 2

Lot title: Uninsured Loss Recovery

**1) Short description**

**2) CPV code(s)**

66515000 Damage or loss insurance services

**3) Quantity or scope**

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

**5) Additional information about lots**

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**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**

List and brief description of conditions: Information and formalities necessary for evaluating if the requirements are met: Insurers approved and registered with the Financial Conduct Authority and permitted to transact the covers listed in the Scope of Services.

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

List and brief description of conditions: Information and formalities necessary for evaluating if the requirements are met. Current Financial Rating (Standard and Poor's).

Minimum level(s) of standards possibly required. A minimum financial rating of 'A' from Standard and Poor's (or equivalent rating from another equivalent rating agency) is required.

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

List and brief description of conditions:

Information and formalities necessary for evaluating if the requirements are met.

Evidence of capability to provide cover and services similar to those detailed in the Scope of Services.

**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: Reference to the relevant law, regulation or administrative provision. This tender opportunity is open only to Insurance Companies regulated by the Financial Services and Market Act of 2000, the Insurance Companies Act of 1982 and any other statutory modifications 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: yes

## **Section IV: Procedure**

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### **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**

SHG/BS/Motor Insurance

#### **IV.3.2. Previous publication concerning this procedure**

no

#### **IV.3.3. Conditions for obtaining specifications and additional documents or descriptive document**

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

16.10.2015

#### **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

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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

The contracting authority considers that this contract may be suitable for economic operators that are small or medium enterprises (SMEs). However, any selection of tenderers will be based solely on the criteria set out for the procurement, and the contract will be awarded on the basis of the most economically advantageous tender.

For more information about this opportunity, please visit the Delta eSourcing portal at:

<https://www.delta-esourcing.com/tenders/UK-UK-Christchurch:-Motor-vehicle-insurance-services./8E4M7G27H6>

To respond to this opportunity, please click here:

<https://www.delta-esourcing.com/respond/8E4M7G27H6>

GO Reference: GO-2015916-PRO-7073779

#### VI.4. Procedures for review

##### VI.4.1. Review body

Official name: Spectrum Housing Group

Postal address: Spectrum House, Grange Road

Town: Christchurch

Postal code: BH23 4GE

Country: United Kingdom

Telephone: +44 7581489201

##### 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

16.9.2015