

**United Kingdom-Shipley: Insurance services**

OJ S 201/2013 16/10/2013

Contract notice

Services

Directive 2004/18/EC

**Section I: Contracting authority**

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**I.1. Name and addresses**

Official name: Accent Group Limited

Postal address: Charlestown House, Acorn Park Industrial Estate, Shipley, West Yorkshire

Town: Shipley

Postal code: BD17 7SW

Country: United Kingdom

Contact person: Oval Insurance Broking Limited, 8-10 South Parade, Wakefield, West Yorkshire, WF1 1LR

For the attention of: Amjad Akhtar

E-mail: [amjad.akhtar@theovalgroup.com](mailto:amjad.akhtar@theovalgroup.com)

Telephone: +44 1924433141

Fax: +44 1924290102

**Internet address(es):**General address of the contracting authority: <http://www.accentgroup.org>**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**

Insurance Services to Accent Group Limited.

**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: Charlestown House

Shipley  
West Yorkshire  
BD17 7SW  
NUTS code UKE41 Bradford

**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)**

Property, business interruption, liability, motor vehicle, engineering, fidelity guarantee, professional indemnity, cyber liability and other insurances and insurance services as required by Accent Group.

**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**

**II.2.2. Information about options**

Options: yes

Description of options: The contracting authority will consider entering into a long term agreement for 3 years, possibly with an option to extend the contract subject to satisfactory service, performance and cost.

**II.2.3. Information about renewals**

This contract is subject to renewal: no

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

Information about lots

Lot No: 1

Lot title: Property risks

**1) Short description**

Social housing block policy, Leasehold housing policy, Holly House and Business Centre policy, Excess of loss - liability.

**2) CPV code(s)**

66510000 Insurance services

**3) Quantity or scope**

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

**5) Additional information about lots**

Lot No: 2

Lot title: Financial Risks

**1) Short description**

Professional indemnity policy, Directors and officers liability policy, Pension trustees liability policy, Cyber liability policy, Crime policy, Excess of loss - Directors and Officers liability policy.

**2) CPV code(s)**

66510000 Insurance services

**3) Quantity or scope**

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

**5) Additional information about lots**

Lot No: 3

Lot title: Engineering Risks

**1) Short description**

Engineering inspection policy and computer policy.

**2) CPV code(s)**

66510000 Insurance services

**3) Quantity or scope**

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

**5) Additional information about lots**

Lot No: 4

Lot title: Motor Risk

**1) Short description**

Motor fleet policy.

**2) CPV code(s)**

66510000 Insurance services

**3) Quantity or scope**

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

**5) Additional information about lots**

Lot No: 5

Lot title: Office Package Policy

**1) Short description**

Office combined policy.

**2) CPV code(s)**

66510000 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

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#### 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

Joint and group bidders will be joint and severally liable.

##### III.1.4. Contract performance conditions

The performance of the contract is subject to particular conditions: yes

Description of particular conditions: Tenderers must be willing to deliver services via our nominated insurance brokers, Oval Insurance Brokers Limited.

#### 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: Certificate of Professional or Commercial Registration or Equivalent. Potential suppliers may be requested to provide a summary and overview of services provided to the social housing sector over the past 5 years, and details of up to 5 clients receiving similar services.

##### III.2.2. Economic and financial ability

List and brief description of conditions: Insurer must be a minimum of Standard and Poors rating A-.

##### III.2.3. Technical and professional ability

List and brief description of conditions:

Insurers must be licensed to transact business in the categories mentioned above either in UK or EC Member State of domicile.

##### 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: Insurers authorised under the Financial Services and Markets Act 2000 and regulated by the Financial Conduct Authority or an insurance company authorised in another member state of the European Economic Area.

##### 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

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#### **IV.1. Type of procedure**

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

Negotiated

Some candidates have already been selected (if appropriate under certain types of negotiated procedures) no

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

Envisaged minimum number 5: and Maximum number 10

Objective criteria for choosing the limited number of candidates: The criteria stated in the specifications, in the invitation to tender or to negotiate or in the descriptive document.

##### **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**

Insurance/WR/TENDER1314

##### **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**

19.11.2013 - 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**

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**

##### **VI.2. Information about European Union funds**

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

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

**VI.4.1. Review body**

**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**

14.10.2013