

United Kingdom-Worthing: Insurance services

OJ S 210/2013 29/10/2013

Contract notice

Services

Directive 2004/18/EC

Section I: Contracting authority

I.1. Name and addresses

Official name: Worthing Homes

Postal address: Davison House

Town: Worthing

Postal code: BN11 1ER

Country: United Kingdom

Contact person: Expressions of interest and requests for PQQ documentation must be sent by e-mail to the below

For the attention of: Jeremy Flint

E-mail: j.flint@nhfinsurance.co.uk**Internet address(es):**General address of the contracting authority: <http://www.worthing-homes.org.uk>**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**

Other: Registered Provider of social housing

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: yes

Official name: Pearsons and St Elizabeths Cottage Homes

Postal address: c/o Worthing Homes

Town: Worthing

Country: United Kingdom

Section II: Object of the contract

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

Provision of Insurance and related risk management and claims handling services to Worthing Homes.

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: Primarily West Sussex, plus other areas that are necessary to fulfil the contract.

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)

Insurance and related services for Property, Legal Liability and other general non-life insurable risks, as required by Worthing Homes.

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: yes

II.1.8. Lots

This contract is divided into lots: yes

Tenders may be submitted for all 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

Non life Insurance services and related services – see individual lots stated in this Notice.

Worthing Homes aims to appoint a single Insurer or a single Broker to act as provider for all lots. Where the respondent is a Broker, it may choose to place the insurance for each lot or parts thereof with a different insurer at its discretion, but only one respondent is expected to be selected by the contracting authority for this procurement.

Worthing Homes will consider entering into a Long Term Agreement(s) for more than one year, ideally for three years (or periods of insurance), with an option to extend the contract for a maximum of two further periods subject to service, performance and cost.

II.2.2. Information about options

Options: yes

Description of options: Worthing Homes will consider entering into a Long Term Agreement(s) for more than one year, with an option to extend the contract subject to 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

Start 1.4.2014. Completion 31.3.2017

Information about lots

Lot No: 1

Lot title: Insurance for Property and Business Interruption risks (possibly including Property Owners Liability)

1) Short description

Property damage, related business interruption. Possibly including Property Owners Liability.

2) CPV code(s)

66515200 Property insurance services

3) Quantity or scope

Insurance and related services as required by the contracting authority for property damage, related business interruption and possibly Property Owners Liability risks associated with social rented homes, leasehold and shared ownership property, commercial property and the like all owned or managed by the contracting authority.

4) Indication about different time frame or duration

5) Additional information about lots

As stated in Tender Documents.

Lot No: 2

Lot title: Insurance for Employers, Public, Products Liability risks (possibly including Property Owners Liability)

1) Short description

EL, PL and Products liability (and possibly POL).

2) CPV code(s)

66516000 Liability insurance services

3) Quantity or scope

Insurance and related services for EL, PL and Products liability risks (and possibly POL), as required by the contracting authority.

4) Indication about different time frame or duration

5) Additional information about lots

As stated in Tender Documents.

Lot No: 3

Lot title: Insurance for Commercial Combined/Office risks

1) Short description

Commercial Combined (office type risks).

2) CPV code(s)

66515000 Damage or loss insurance services

3) Quantity or scope

Insurance and related services for Commercial Combined (office type risks), including tenants improvements, rent receivable, contents, equipment, business interruption, all risks, money, PA Assault and other risks as required by the contracting authority.

4) Indication about different time frame or duration

5) Additional information about lots

As stated in Tender Documents.

Lot No: 4

Lot title: Insurance for Computer related risks

1) Short description

Computer/ICT risks.

2) CPV code(s)

66515000 Damage or loss insurance services

3) Quantity or scope

Insurance and related services for physical loss or damage to computer hardware, software and related business interruption risks as required by the contracting authority.

4) Indication about different time frame or duration

5) Additional information about lots

As stated in Tender Documents.

Lot No: 5

Lot title: Insurance for Terrorism and related risks

1) Short description

Terrorism.

2) CPV code(s)

66515000 Damage or loss insurance services

3) Quantity or scope

Insurance and related services for Terrorism and similar risks, to directly complement other insurance policies arranged by the Contracting Authority.

4) Indication about different time frame or duration

5) Additional information about lots

As stated in Tender Documents.

Lot No: 6

Lot title: Insurance for Contract Works

1) Short description

Contract Works.

2) CPV code(s)

66513200 Contractor's all-risk insurance services

3) Quantity or scope

Insurance and related services as required by the contracting authority for Contract Works risks associated with the Development and Refurbishment of properties.

4) Indication about different time frame or duration

5) Additional information about lots

As stated in Tender Documents.

Lot No: 7

Lot title: Insurance for Financial and other non-life risks

1) Short description

Financial and other non-life insurable risks.

2) CPV code(s)

66515410 Financial loss insurance services

3) Quantity or scope

Insurance and related services for a selection of risks including, Fidelity (theft by employee) and/or Crime risks, Group Personal Accident and possibly travel and sickness risks, Commercial Legal Expenses and/or Employment Practices Liability risks, Directors and Officers Liability risks, Libel and Slander risks, all as required by the contracting authority.

4) Indication about different time frame or duration

5) Additional information about lots

As stated in Tender Documents.

Lot No: 8

Lot title: Insurance for Motor Fleet and Associated risks

1) Short description

Motor Fleet.

2) CPV code(s)

66514110 Motor vehicle insurance services

3) Quantity or scope

Insurance and related services as required by the contracting authority for Motor Fleet risks, possibly including Motor Legal Expenses and Occasional Business Use.

4) Indication about different time frame or duration

5) Additional information about lots

Lot No: 9

Lot title: Engineering Inspection and Insurance Services

1) Short description

Engineering Inspection and Insurance.

2) CPV code(s)

66519200 Engineering insurance services

3) Quantity or scope

Insurance and related services as required by the contracting authority for Engineering Plant.

4) Indication about different time frame or duration

5) Additional information about lots

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

As stated in Tender Documents.

III.1.3.

Legal form to be taken by the group of economic operators to whom the contract is to be awarded

Joint and several liability.

III.1.4. Contract performance conditions

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

Description of particular conditions: As stated in Tender Documents.

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: Potential suppliers will be requested to provide an overview of services provided to relevant property owners, public sector organisations and/or social landlords over the past five years, details of three clients currently receiving similar services and the most recent three ex-clients that received similar services. Potential suppliers may be asked to produce a certificate issued by the FCA or other appropriate insurance regulatory authority indicating the types of insurance the proposed insurer is authorised to provide.

III.2.2. Economic and financial ability

List and brief description of conditions: The tender documents may require providers to produce financial information in relation to the type of services offered, including but not limited to three years reports and accounts.

Minimum level(s) of standards possibly required: A minimum financial rating of A- from Standard & Poors, or an equivalent rating Agency will be required of all risk carriers.

III.2.3. Technical and professional ability

List and brief description of conditions:

The tender documents will require providers to detail their professional experience, resource, skills, qualifications and quality control practices.

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, 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.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

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 3: and Maximum number 6

Objective criteria for choosing the limited number of candidates: As stated in the Tender Documents.

IV.1.3. Information about reduction of the number of solutions or tenders during negotiation or dialogue

Recourse to staged procedure to gradually reduce the number of solutions to be discussed or tenders to be negotiated yes

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

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

28.11.2013 - 13:00

IV.3.5. Estimated date of dispatch of invitations to tender or to participate to selected candidates

2.12.2013

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

VI.1. Information about recurrence

This is a recurrent procurement: yes

Estimated timing for further notices to be published: Three, four or five years.

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

This is a two stage process, where respondents will be required to complete a PQQ that will help us select a limited number of candidates we consider most suitable to proceed to the ITN stage.

Worthing Homes requires respondents to this notice to be able to demonstrate a record of successful provision of insurance and related services within the Social Housing sector, the Public sector or to other relevant Property Owners.

If the respondent is a Broker, you will be asked to detail your main insurance risk carriers, including confirmation of any exclusive or preferential arrangements with those insurers.

All respondents will be required to detail your proposed insurance wordings and provide details of relevant experience of all account servicing, claims handling and risk management staff.

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

25.10.2013