

UK-Cheltenham: insurance services
OJ S 226/2012 23/11/2012
Contract notice
Services

Directive 2004/18/EC

Section I: Contracting authority

I.1. Name and addresses

Official name: Ubico Limited
Postal address: Central Depot, Swindon Road
Town: Cheltenham
Postal code: GL51 9JZ
Country: United Kingdom
For the attention of: Daniel Tompkins
E-mail: daniel.tompkins@cheltenham.gov.uk
Telephone: +44 1242264294
Fax: +44 1242227131

Internet address(es):

General address of the contracting authority: <http://ubico.co.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: Official name: Aon Limited

Postal address: Insurance House, 125/129 Vaughn Way
Town: Leicester
Postal code: LE1 4SB
Country: United Kingdom
Contact person: John Kavanagh
For the attention of: John Kavanagh
E-mail: john.kavanagh@aon.co.uk
Telephone: +44 1162807049
Internet address: <http://www.aon.co.uk>

I.2. Type of the contracting authority

Other: Wholly owned local authority company

I.3. Main activity

General public services
Environment

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

II.1. Description

II.1.1. Title attributed to the contract by the contracting authority

General insurance, risk management & claims handling services.

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 UKK13 Gloucestershire

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 services. Insurance claims adjustment services. Engineering insurance services. Motor vehicle insurance services. General liability insurance services. Loss adjustment services. Fire insurance services. Risk management insurance services. Accident insurance services. Legal expenses insurance services. Damage or loss insurance services. Property insurance services. Liability insurance services. Contractor's all-risk insurance services. General Insurance services excluding broker services, motor fleet, liabilities (incl. libel & slander), fidelity guarantee, material damage/business interruption, engineering inspection /insurance, personal accident, terrorism.

II.1.6. CPV code(s)

66510000 Insurance services, 66518300 Insurance claims adjustment services, 66519200 Engineering insurance services, 66514110 Motor vehicle insurance services, 66516400 General liability insurance services, 66519500 Loss adjustment services, 66515100 Fire insurance services, 66517300 Risk management insurance services, 66512100 Accident insurance services, 66513100 Legal expenses insurance services, 66515000 Damage or loss insurance services, 66515200 Property insurance services, 66516000 Liability insurance services, 66513200 Contractor's all-risk 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

Tenders for insurance risks will be invited on the basis of a 3 year long term agreement with the option to extend for one year and a further one year.

Estimated value excluding VAT:

Range: between 20 000 and 500 000 GBP

II.2.2. Information about options

Options: yes

Description of options: As per invitation to tender document.

Provisional timetable for recourse to these options:
in months: 12 (from the award of the contract)

II.2.3. Information about renewals

This contract is subject to renewal: yes

Number of possible renewals: Range: between 1 and 5

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

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

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

Start 1.4.2013. Completion 31.3.2016

Information about lots

Lot No: 1

Lot title: Motor fleet

1) Short description

Motor fleet including claims handling and uninsured loss recovery.

2) CPV code(s)

66510000 Insurance services, 66514110 Motor vehicle insurance services, 66518300 Insurance claims adjustment services

3) Quantity or scope

4) Indication about different time frame or duration

5) Additional information about lots

Lot No: 2

Lot title: Liabilities

1) Short description

Employers and public liability including libel & slander.

2) CPV code(s)

66510000 Insurance services, 66516400 General liability insurance services

3) Quantity or scope

4) Indication about different time frame or duration

5) Additional information about lots

Lot No: 3

Lot title: Fidelity guarantee

1) Short description

Fidelity guarantee.

2) CPV code(s)

66510000 Insurance services, 66515000 Damage or loss insurance services, 66515200 Property insurance services

3) Quantity or scope

4) Indication about different time frame or duration

5) Additional information about lots

Lot No: 4

Lot title: Material damage/business interruption

1) Short description

Material damage/business interruption.

2) CPV code(s)

66510000 Insurance services, 66518300 Insurance claims adjustment services, 66519500 Loss adjustment services, 66513200 Contractor's all-risk insurance services, 66515100 Fire insurance services, 66515000 Damage or loss insurance services, 66515200 Property insurance services, 66517300 Risk management insurance services

3) Quantity or scope

4) Indication about different time frame or duration

5) Additional information about lots

Lot No: 5

Lot title: Engineering inspection insurance

1) Short description

Engineering inspection insurance.

2) CPV code(s)

66510000 Insurance services, 66519200 Engineering insurance services, 66515000 Damage or loss insurance services

3) Quantity or scope

4) Indication about different time frame or duration

5) Additional information about lots

Lot No: 6

Lot title: Personal accident

1) Short description

Personal accident.

2) CPV code(s)

66510000 Insurance services, 66512100 Accident insurance services, 66516000 Liability insurance services

3) Quantity or scope

4) Indication about different time frame or duration

5) Additional information about lots

Lot No: 7

Lot title: Terrorism

1) Short description

Terrorism.

2) CPV code(s)

- 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

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

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: This tender is open to insurance companies who are licensed to provide the insurance cover required either in the UK or EC member state of domicile. Insurers must be UK FSA or equivalent.

III.2.2. Economic and financial ability

List and brief description of conditions: Copy of last 3 years annual report and accounts. Overview of services provided to the public sector over the last 3 years standard & poors (or equivalent) rating.

III.2.3. Technical and professional ability

List and brief description of conditions:

Details of names and qualifications of employees who would be responsible for delivery of services.

List of other public sector bodies insured and the risk classes involved.

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: This tender is open to insurance companies who are licensed to provide the insurance cover required either in the UK or EC member state of domicile. Insurers must be UK FSA or equivalent.

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

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) yes

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

Envisaged minimum number 1: and Maximum number 10

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 no

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

15.1.2013 - 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

VI.1. Information about recurrence

This is a recurrent procurement: no

VI.2. Information about European Union funds

VI.3. Additional information

Allianz Insurance, Aspen, Aviva, Chartis, Risk Management Partners (QBE Insurance/HSB Engineering), Travelers, Zurich Municipal, AON Crisis Management (Terrorism, Maven Underwriters, Chubb Insurance, HSB Engineering, Liberty Motor Policies at Lloyds, Amlin Motor Policies at Lloyds GO Reference: GO-20121121-PRO-4401713.

VI.4. Procedures for review

VI.4.1. Review body

Official name: Cheltenham Borough Council
Postal address: Municipal Offices Promenade
Town: Cheltenham
Postal code: GL50 9SA
Country: United Kingdom
Telephone: +44 1242775223

VI.4.2. Review procedure

Precise information on deadline(s) for review procedures: This authority will incorporate a minimum 10 calendar day standstill period at the point information on the award of the contract is communicated to tenderers. This period allows unsuccessful tenderers to seek further debriefing from the contracting authority before the contract is entered into.

Applicants have 2 working days from notification of the award decision to request additional debriefing and that information has to be provided a minimum of 3 working days before the expiry of the standstill period.

Such additional information should be requested from the address in 1.1 if an appeal regarding the award of a contract has not been successfully resolved the Public Contracts Regulations 2006 (SI 2006 No 5) provide for aggrieved parties who have been harmed or are at risk of harm by a breach of the rules to take action in the High Court (England, Wales and Northern Ireland). Any such action must be brought promptly (generally within 3 months). Where a contract has not been entered into the court may order the setting aside of the award decision or order the authority to amend any document and may award damages. If the contract has been entered into the Court may only award damages.

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

VI.5. Date of dispatch of this notice

21.11.2012