

United Kingdom-Hereford: Insurance services
OJ S 214/2013 05/11/2013
Contract notice
Services

Directive 2004/18/EC

Section I: Contracting authority

I.1. Name and addresses

Official name: The County Of Herefordshire District Council
Postal address: Brockington, 35 Hafod Road
Town: Hereford
Postal code: HR1 1SH
Country: United Kingdom
For the attention of: Carrie Deeley
E-mail: carrie.deeley@hoopleltd.co.uk

Additional information can be obtained from:

Official name: Marsh Limited
Postal address: 16 Windsor Place Cardiff
Town: Cardiff
Postal code: CF10 3BY
Country: United Kingdom
Contact person: Marsh Limited
For the attention of: Ian Harding
E-mail: ian.e.harding@marsh.com
Telephone: +44 2920431156
Fax: +44 2920431100
Internet address: www.marsh.com

Specifications and additional documents (including documents for competitive dialogue and a dynamic purchasing system) can be obtained from:

Official name: Marsh Limited
Postal address: 16 Windsor Place
Town: Cardiff
Postal code: CF10 3BY
Country: United Kingdom
For the attention of: Ian Harding
E-mail: ian.e.harding@marsh.com
Telephone: +44 2920431156
Fax: +44 2920431100
Internet address: www.marsh.com

Tenders or requests to participate must be submitted: Official name: Marsh Limited

Postal address: 16 Windsor Place Cardiff
Town: Cardiff
Postal code: CF10 3BY
Country: United Kingdom
Contact person: Marsh Limited
For the attention of: Ian harding
E-mail: ian.e.harding@marsh.com

Telephone: +44 2920431156
Fax: +44 2920431100
Internet address: www.marsh.com

I.2. Type of the contracting authority

Regional or local authority

I.3. Main activity

General public services

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

The provision of Insurance and Claims Handling Services (Excluding Broking 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

Main site or place of performance: Within the County of Herefordshire

NUTS code UKG11 Herefordshire, County of

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 Claims Handling Services (Excluding Broking Services) for the following classes of Insurance:

Material Damage Package

Casualty (EL PL OI PI)

Motor Fleet

Fidelity Guarantee

Computer

Personal Accident and Business Travel including School Travel

Engineering Insurance and Inspection Services

Contract Works / Hired in Plant

Marine

Claims Handling for Liability and Motor Covers

II.1.6. CPV code(s)

66510000 Insurance services - SB01, 66515200 Property insurance services - SB01, 66516000 Liability insurance services - SB01, 66514110 Motor vehicle insurance services - SB01, 66515410 Financial loss insurance services - SB01, 66512000 Accident and health insurance services - SB01, 66519200 Engineering insurance services - SB01, 66514120 Marine, aviation and other transport insurance services - SB01, 66518300 Insurance claims adjustment services - SB01

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: 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 initial term of the contract will be 3 years + the option to extend the contract by a period not exceeding 2 years, making a total maximum of 5 years.

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: Material Damage Package

1) Short description

General / Educational & Commercial Property

All Risks

Money

2) CPV code(s)

66510000 Insurance services - SB01, 66515200 Property insurance services

3) Quantity or scope

4) Indication about different time frame or duration

Start 1.4.2014. Completion 31.3.2017

5) Additional information about lots

Lot No: 2

Lot title: Combined Liability Insurance Services

1) Short description

Employers' Liability

Public / Products Liability

Officials Indemnity

Professional Indemnity

Land Charges / Public Health Act

2) CPV code(s)

66510000 Insurance services - SB01, 66516000 Liability insurance services - SB01

3) Quantity or scope

4) Indication about different time frame or duration

Start 1.4.2014. Completion 31.3.2017

5) Additional information about lots

Lot No: 3

Lot title: Motor Fleet

1) Short description

Commercial Motor Fleet & Employee Leased Car Scheme

2) CPV code(s)

66510000 Insurance services - SB01, 66514110 Motor vehicle insurance services - SB01

3) Quantity or scope

4) Indication about different time frame or duration

Start 1.4.2014. Completion 1.4.2017

5) Additional information about lots

Lot No: 4

Lot title: Fidelity Guarantee

1) Short description

Fidelity Guarantee

2) CPV code(s)

66510000 Insurance services - SB01, 66515410 Financial loss insurance services - SB01

3) Quantity or scope

4) Indication about different time frame or duration

Start 1.4.2014. Completion 1.4.2017

5) Additional information about lots

Lot No: 5

Lot title: Group Personal Accident & Business Travel

1) Short description

Group Personal Accident & Business Travel

2) CPV code(s)

66510000 Insurance services - SB01, 66512000 Accident and health insurance services - SB01

3) Quantity or scope

4) Indication about different time frame or duration

Start 1.4.2014. Completion 31.3.2017

5) Additional information about lots

Lot No: 6

Lot title: Engineering Insurance & Inspection

1)

Short description

Engineering Inspection Services

Engineering Insurance

2) CPV code(s)

66510000 Insurance services - SB01, 66519200 Engineering insurance services - SB01

3) Quantity or scope

4) Indication about different time frame or duration

Start 1.4.2014. Completion 31.3.2017

5) Additional information about lots

Lot No: 7

Lot title: Marine Insurance

1) Short description

Marine Insurance

2) CPV code(s)

66510000 Insurance services - SB01, 66514120 Marine, aviation and other transport insurance services - SB01

3) Quantity or scope

4) Indication about different time frame or duration

Start 1.4.2014. Completion 31.3.2017

5) Additional information about lots

Lot No: 8

Lot title: Claims Handling

1) Short description

Claims Handling Services for Liability & Motor

2) CPV code(s)

66510000 Insurance services - SB01, 66518300 Insurance claims adjustment services - SB01

3) Quantity or scope

4) Indication about different time frame or duration

Start 1.4.2014. Completion 31.3.2017

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

N/A

III.1.2. Main financing conditions and payment arrangements and/or reference to the relevant provisions governing them

Herefordshire Council will pay insurance premiums at inception and annually there after.

III.1.3. Legal form to be taken by the group of economic operators to whom the contract is to be awarded

N/A

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: In order to qualify participating insurers may be asked to produce documentation as outlined in III.2.2 & III.2.3 below.

III.2.2. Economic and financial ability

List and brief description of conditions: Appropriate statements from banks and evidence of relevant professional risk indemnity insurance

The insurers balance sheets extracts therefore (where publication is required of that insurer)

A statement of the insurers overall turnover and its turnover in respect of the services to which the contract relates for the previous three financial years

Minimum level(s) of standards possibly required: A Certificate issued by the relevant authority of the member state, indicating the types of activities they are competent to engage in

III.2.3. Technical and professional ability

List and brief description of conditions:

Evidence of the educational and professional qualifications of the insurer, its managerial staff and the persons responsible for providing services

Evidence of the last 3 years experience in underwriting the classes of insurance referred to in this Contract Notice (together with details of the policy dates, premium payable and assured's names) by way of certificates issued or countersigned by the relevant public authority assured

Evidence of the insurer's risk management, risk control, claims and other technical facilities, including the identity of any third party (e.g loss adjuster, surveyor) used by the insurer

An indication of the proportion of the contract which the insurer may intend to sub-contract

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: The insurers must be authorised to carry on business in the relevant classes of insurance cover as listed in this Contract Notice in accordance with the provisions of the Insurance Companies Act 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: 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 3

Objective criteria for choosing the limited number of candidates: All Pre-Selected Insurers will be issued a copy of the Invitation to Tender. Any Insurers who registers their interest via email to Marsh Ltd will be considered with agreement from both Marsh and our Client as long as they meet the minimum requirements set out in section III of this notice.

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

7.12.2013

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: yes

Estimated timing for further notices to be published: Conditional on Long Term Agreement.
Either Three 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

The Following Insurers & Claims Handlers have been Pre-Selected:

Insurers

Ace SA-NV, Birmingham

Allianz Engineering

Aspen

Aviva Insurance, 51-54 Fenchurch St, London EC3M 3LA

Bureau Veritas

Chubb Insurance (Europe) UK Ltd

Ecclesiastical Insurance

HSB Houghton

Mitsui Sumitomo

Lloyds of London, Lime Street, London

Risk Management Partners, 9 Alie Street, London, E1 8DE

Royal & SunAlliance, PO Box 152, West Gate, Colston Avenue, Bristol, BS99 7RD

Summit

Travelers Insurance Company Limited, St Paul House, 61-63 London Road, Redhill, Surrey

Zurich Municipal, Gladiator Way, Farnborough, GU14 6GB

The above organisations have been pre selected as, where appropriate, they have been considered and approved by the Marsh Information Group and meet their required minimum financial standards. In the event that your Organisation has not been listed above and has not been considered and approved by the Marsh Information Group and would like to be included in this and other notices please go to WWW.Marsh.Com or contact the Public Sector Unit for instructions. If your Organisation meets the required standards set out in this Notice and you have not been pre-selected please notify your interest

VI.4. Procedures for review

VI.4.1. Review body

VI.4.2. Review procedure

Precise information on deadline(s) for review procedures: The Council will incorporate a standstill period at the point information on the award of the Contract is communicated to tenderers. The notification will provide full information on the award decision. The standstill period, which will be for a minimum of 10 calendar days, provide time for unsuccessful tenderers to challenge the award decision before the contract is entered into.

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

VI.5. Date of dispatch of this notice

31.10.2013