

**United Kingdom-Witney: Insurance services**  
**OJ S 187/2017 29/09/2017**  
**Contract notice**  
**Services**

**Legal Basis:**

Directive 2014/24/EU

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**Section I: Contracting authority**

**I.1. Name and addresses**

Official name: Advance Housing & Support Ltd

Postal address: 2 Witan Way, Witney, Oxfordshire

Town: Witney

NUTS code: UKI London

Postal code: OX28 6FH

Country: United Kingdom

Contact person: Our Consultant for this project (james.foreman@gibbslaidler.co.uk)

E-mail: [james.foreman@gibbslaidler.co.uk](mailto:james.foreman@gibbslaidler.co.uk)

**Internet address(es):**

Main address: <http://www.advanceuk.org>

**I.2. Information about joint procurement**

The contract is awarded by a central purchasing body

**I.3. Communication**

Access to the procurement documents is restricted. Further information can be obtained at:

[www.gibbslaidler.co.uk](http://www.gibbslaidler.co.uk)

Tenders or requests to participate must be submitted to the abovementioned address

Additional information can be obtained from another address:

Official name: Gibbs Laidler Consulting LLP

Postal address: Falcon House, Black Eagle Square

Town: Westerham

NUTS code: UK United Kingdom

Country: United Kingdom

Contact person: James Foreman

E-mail: [james.foreman@gibbslaidler.co.uk](mailto:james.foreman@gibbslaidler.co.uk)

**Internet address(es):**

Main address: [www.gibbslaidler.co.uk](http://www.gibbslaidler.co.uk)

**I.4. Type of the contracting authority**

Body governed by public law

**I.5. Main activity**

Housing and community amenities

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**Section II: Object**

**II.1. Scope of the procurement**

### **II.1.1. Title**

Provision of Insurance and related Services to Advance Housing and Support Ltd and all Subsidiary Companies.

### **II.1.2. Main CPV code**

66510000 Insurance services

### **II.1.3. Type of contract**

Services

### **II.1.4. Short description**

Insurance and related services for Property, Legal Liability and other general non-life insurable risks, as required by Advance Housing and Support Ltd.

### **II.1.5. Estimated total value**

Value excluding VAT: 500 000,00 GBP

### **II.1.6. Information about lots**

This contract is divided into lots: no

## **II.2. Description**

### **II.2.2. Additional CPV code(s)**

66512000 Accident and health insurance services, 66513000 Legal insurance and all-risk insurance services, 66513100 Legal expenses insurance services, 66513200 Contractor's all-risk insurance services, 66514100 Insurance related to Transport, 66514110 Motor vehicle insurance services, 66515000 Damage or loss insurance services, 66515100 Fire insurance services, 66515200 Property insurance services, 66515411 Pecuniary loss insurance services, 66516000 Liability insurance services, 66516100 Motor vehicle liability insurance services, 66516400 General liability insurance services, 66516500 Professional liability insurance services, 66517000 Credit and surety insurance services, 66518100 Insurance brokerage services, 66518200 Insurance agency services, 66517300 Risk management insurance services, 66519200 Engineering insurance services, 66519500 Loss adjustment services

### **II.2.3. Place of performance**

NUTS code: UKI London

Main site or place of performance: Focused around the Head Office and Housing stock, in Oxfordshire plus other areas that are necessary to fulfil the Contract.

### **II.2.4. Description of the procurement**

A programme of General Insurance and related services for Advance Housing and Support Ltd. The programme will require Insurance and related services for risks that may include but not be limited to: property damage and business interruption, Employers, Public, Products and Property Owners liability, Business Combined/Office, Money, All Risks, Computer, Contract Works, Group Personal Accident, Professional Indemnity, Fidelity Guarantee/Crime, Employment Practices Liability, Cyber, Engineering and Terrorism.

### **II.2.5. Award criteria**

Price is not the only award criterion and all criteria are stated only in the procurement documents

### **II.2.6. Estimated value**

Value excluding VAT: 500 000,00 GBP

### **II.2.7. Duration of the contract, framework agreement or dynamic purchasing system**

Start: 31/12/2017 End: 30/12/2020

This contract is subject to renewal: yes

Description of renewals:

Between 3 and 5 years from the date of this Notice.

### **II.2.10. Information about variants**

Variants will be accepted: no

### **II.2.11. Information about options**

Options: yes

Description of options:

Advance Housing and Support Ltd will consider entering into Long Term Agreements with the bidder and/or the bidder's proposed Risk Carriers for 3 years (or 3 periods of insurance), with an option to extend the award period subject to service, performance and cost.

### **II.2.13. Information about European Union funds**

The procurement is related to a project and/or programme financed by European Union funds: no

### **II.2.14. Additional information**

As stated in Tender documents.

## **Section III: Legal, economic, financial and technical information**

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### **III.1. Conditions for participation**

#### **III.1.1. 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 required to complete a Mandatory Information Questionnaire which will enable you to demonstrate the type of services provided to property owners, public sector organisations, social landlords or other relevant organisations over the past 5 years, plus details of 3 clients currently receiving similar services. Potential suppliers will be asked to evidence permission by the FCA, PRA or other appropriate regulatory authority indicating the types of insurance/service the bidder is authorised to arrange or provide.

#### **III.1.2. Economic and financial standing**

List and brief description of selection criteria:

The tender documents will require providers to produce financial information in relation to the type of services offered, including but not limited to 3 years reports and accounts.

Minimum level(s) of standards possibly required:

For all Risk carriers / insurers, the Bidder will be required to demonstrate the financial ability to deliver the programme, including Insurers that are at least 'A-' rated by Standard and Poor's (or equivalent Rating Agency) and/or approved by the bidder's Market Security Committee. In the case of the latter, Advance Housing & Support Ltd will evaluate and accept the Risk Carriers / Insurer(s) at its sole discretion, subject to disclosure prior to the Bid deadline of the Market Security Committee's latest report, including written opinion from the bidder's Committee that the Insurer would achieve a Standard and Poor's (or equivalent Rating Agency) rating of A- or above if/when seeking such rating.

#### **III.1.3. Technical and professional ability**

List and brief description of selection criteria:

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

### **III.2. Conditions related to the contract**

#### **III.2.1. Information about a particular profession**

Execution of the service is reserved to a particular profession Reference to the relevant law, regulation or administrative provision:

For Insurance services, Insurers authorised under the Financial Services and Markets Act 2000, Insurance Companies Act 1982 (and any other statutory modifications thereof) and regulated by the Prudential Regulation Authority, 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.2.3. 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

## **Section IV: Procedure**

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### **IV.1. Description**

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

Open procedure

#### **IV.1.3. Information about a framework agreement or a dynamic purchasing system**

#### **IV.1.8. Information about the Government Procurement Agreement (GPA)**

The procurement is covered by the Government Procurement Agreement: no

### **IV.2. Administrative information**

#### **IV.2.2. Time limit for receipt of tenders or requests to participate**

Date: 27/10/2017 Local time: 17:00

#### **IV.2.3. Estimated date of dispatch of invitations to tender or to participate to selected candidates**

#### **IV.2.4. Languages in which tenders or requests to participate may be submitted**

English

#### **IV.2.6. Minimum time frame during which the tenderer must maintain the tender**

Tender must be valid until: 31/12/2017

#### **IV.2.7. Conditions for opening of tenders**

Date: 30/10/2017 Local time: 09:00

## **Section VI: Complementary information**

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### **VI.1. Information about recurrence**

This is a recurrent procurement: yes

Estimated timing for further notices to be published:

Between 3 or 5 years from the date of this Notice.

## **VI.2. Information about electronic workflows**

Electronic payment will be used

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

Bidders should note that a Mandatory Information Questionnaire is provided within the ITT Document. The Bidder will be required to demonstrate, through satisfactory completion of the MIQ, that it meets the minimum standards required for delivery of the Tendered services. A satisfactorily completed MIQ will be required in order for the Bid response to proceed to full evaluation.

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**

Official name: The High Court of England and Wales

Town: London

Country: United Kingdom

### **VI.4.3. Review procedure**

Precise information on deadline(s) for review procedures:

The Contracting Authority will enter into this contract following a 10 calendar day standstill period starting on the day after the notification of the result. The Public Contracts Regulations 2015 provide for aggrieved Parties who have been harmed or who are at risk of harm by a breach of the Regulations to bring proceedings in the High Court. Any such proceedings must be brought within the limitation period specified by the Regulations according to the remedy sought.

### **VI.4.4. Service from which information about the review procedure may be obtained**

Official name: The Cabinet Office

Town: London

Country: United Kingdom

## **VI.5. Date of dispatch of this notice**

26/09/2017