

United Kingdom-London: Insurance services
OJ S 222/2016 17/11/2016
Contract notice
Services

Directive 2004/18/EC

Section I: Contracting authority

I.1. Name and addresses

Official name: Providence Row Housing Association

Postal address: 458 Bethnal Green Road

Town: London

Postal code: E2 0EA

Country: United Kingdom

Contact person: Either Tim Browning, Assistant Director Property Services, or our Consultant for this project: NHF Insurance Services

For the attention of: Jeremy Flint

E-mail: j.flint@nhfinsurance.co.uk

Internet address(es):

General address of the contracting authority: <http://www.prha.net>

Electronic access to information: <https://etenders.rand-associates.co.uk>

Electronic submission of tenders and requests to participate: <https://etenders.rand-associates.co.uk>

Additional information can be obtained from:

Official name: Providence Row Housing Association via our e-procurement Portal

Postal address: 458 Bethnal Green Road

Town: London

Postal code: E2 0EA

Country: United Kingdom

Contact person: Via our E-procurement Portal please

Internet address: <https://etenders.rand-associates.co.uk>

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

Official name: Via our E-procurement Portal please

Postal address: 458 Bethnal Green Road

Town: London

Postal code: E2 0EA

Country: United Kingdom

Contact person: Tender documentation is accessible 24/7 via our E-procurement Portal.

Internet address: <https://etenders.rand-associates.co.uk>

Tenders or requests to participate must be submitted: Official name: Via our E-Procurement Portal please

Postal address: 458 Bethnal Green Road

Town: London

Postal code: E2 0EA

Country: United Kingdom

Contact person: <https://etenders.rand-associates.co.uk>

Internet address: <https://etenders.rand-associates.co.uk>

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

II.1. Description

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

Provision of Insurance and related services to Providence Row Housing Association.

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: Focussed around the head office and properties in London, plus other areas 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, related advice, claims management and loss control services for Property, Legal Liability and other General Insurance (non-life) risks, as required by Providence Row Housing Association for a period of 3 years (or periods of insurance) commencing 31.3.2017, with the option to extend by up to two further years (or periods of insurance).

The Contract may also include Engineering Inspection Services.

II.1.6. CPV code(s)

66510000 Insurance services, 66512100 Accident insurance services, 66513100 Legal expenses insurance services, 66513200 Contractor's all-risk insurance services, 66515000 Damage or loss insurance services, 66515200 Property insurance services, 66515410 Financial loss insurance services, 66515411 Pecuniary loss insurance services, 66516000 Liability insurance services, 66516500 Professional liability insurance services, 66517300 Risk management insurance services, 66518000 Insurance brokerage and agency services, 66518100 Insurance brokerage services, 66519200 Engineering insurance services, 66519500 Loss adjustment services, 66514110 Motor vehicle insurance services, 66516100 Motor vehicle liability insurance services, 71631100 Machinery-inspection services, 71631000 Technical inspection services, 71630000 Technical inspection and testing services, 71330000 Miscellaneous engineering 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: no

II.1.9. Information about variants

Variants will be accepted: no

II.2. Scope of the procurement

II.2.1. Total quantity or scope

The scope of the proposed Contract is the provision of insurance and related Services to Providence Row Housing Association. The Contract will consist of a single Lot. The single Lot will not be divided further into sub-Lots. Where the respondent is an insurance Broker, it may choose to place the insurance(s) required with different insurers at its discretion, but full details of the risk carrier(s) will be required, for evaluation purposes.

Providence Row Housing Association will consider entering into Long Term Agreements with the bidder and/or the risk carriers proposed by the bidder, for 3 years (or three periods of insurance), with an option to extend the award period by up to 2 further years (or periods of insurance), subject to satisfactory service, performance and cost.

Estimated value excluding VAT:

Range: between 150 000 and 250 000 GBP

II.2.2. Information about options

Options: yes

Description of options: Providence Row Housing Association will consider entering into Long Term Agreements with the bidder and/or the bidder's proposed Risk Carriers for 3 years (or three periods of insurance), with an option to extend the award period by up to 2 further years (or periods of insurance) 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 31.3.2017. Completion 30.3.2020

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 required to provide an overview of services provided to the social housing, public sector or other relevant businesses over the past three years and details of at least three clients currently receiving similar services.

Potential suppliers will be required to provide evidence of Regulation by the FCA or other appropriate insurance regulatory authority indicating the types of insurance the proposed insurer is authorised to arrange or provide.

III.2.2. Economic and financial ability

List and brief description of conditions: The tender documents will 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 and Poors, or an equivalent rating Agency will be required of all Insurance 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, through completion of a Mandatory Information Questionnaire.

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: 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 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: no

Section IV: Procedure

IV.1. Type of procedure

IV.1.1. Type of procedure

Open

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

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

InsApr2017

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

22.12.2016 - 17:00

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

until: 31.3.2017

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: Between 3 and 5 years from the Contract award.

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 single stage process. Respondents will be required to comply with minimum standards as stated in the ITT documentation.

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

To access the documentation for the contract you are applying for, you will need to have an account for eTenders@Rand (<https://etenders.rand-associates.co.uk>)

If you do not already have an account for eTenders@Rand, please create an account. Go to <https://etenders.rand-associates.co.uk> click 'Create an account' and complete the

requested details, clicking the 'Create Account' button once you have done this. When you do this you will receive an email asking you to activate your account. Once you have activated your account you will need to enter a registration code to access the contract documents. The code for this procurement is InsApril2017. Register with the code and you will be able to download all of the relevant files.

If you already have an account for eTenders@Rand, you can log in using the details you have previously used. You will need to enter a registration code to access the contract documents. The code for this procurement is InsApril2017. Register with the code and you will be able to download all of the relevant files.

VI.4. Procedures for review

VI.4.1. Review body

Official name: The High Court of England and Wales

Country: United Kingdom

VI.4.2. 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 (as amended) (The Regulations) 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.4.3. 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

15.11.2016