

**UK-Castlereagh: Property insurance services**

**OJ S 247/2012 22/12/2012**

**Contract notice**

**Services**

**Directive 2004/18/EC**

**Section I: Contracting authority**

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**I.1. Name and addresses**

Official name: Castlereagh Borough Council

Postal address: Civic and Administrative Offices, Bradford Court, Upper Galwally

Town: Castlereagh

Postal code: BT8 6RB

Country: United Kingdom

For the attention of: Margot Kennedy

E-mail: [margotkennedy@castlereagh.gov.uk](mailto:margotkennedy@castlereagh.gov.uk)

Telephone: +28 90494500

Fax: +28 90494515

**Internet address(es):**

General address of the contracting authority: <http://www.castlereagh.gov.uk>

**Additional information can be obtained from:**

Official name: Willis Limited

Postal address: Floor 3 Centrepoint, 24 Ormeau Avenue

Town: Belfast

Postal code: BT2 8HS

Country: United Kingdom

Contact person: Willis Limited

For the attention of: Janine Graham

E-mail: [grahamjeg@willis.com](mailto:grahamjeg@willis.com)

Telephone: +44 2890895092

Fax: +44 2890895050

Internet address: <http://www.willis.com>

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

Official name: Willis Limited

Postal address: Floor 3 Centrepoint, 24 Ormeau Avenue

Town: Belfast

Postal code: BT2 8HS

Country: United Kingdom

Contact person: Willis Limited

For the attention of: Janine Graham

E-mail: [grahamjeg@willis.com](mailto:grahamjeg@willis.com)

Telephone: +44 2890895092

Fax: +44 2890895050

Internet address: <http://www.willis.com>

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

Postal address: Floor 3 Centrepoint, 24 Ormeau Avenue

Town: Belfast

Postal code: BT2 8HS  
Country: United Kingdom  
Contact person: WILLIS LIMITED  
For the attention of: Janine Graham  
E-mail: [grahamjeg@willis.com](mailto:grahamjeg@willis.com)  
Telephone: +44 2890895092  
Fax: +44 2890895050  
Internet address: <http://www.willis.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**

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**II.1. Description**

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

Provision of General Insurance and Related Services

**II.1.2. Type of contract and place of performance or delivery**

Services

NUTS code UKN01 Belfast

**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)**

Provision of Property, Business Interruption, Fidelity Guarantee, Officials Indemnity, Professional Indemnity, Engineering Insurance, Engineering Inspection, General Liability, Motor Fleet, Personal Accident & Travel, Environmental Liability, Employment Practices Liability and other related services

**II.1.6. CPV code(s)**

66515200 Property insurance services, 66515410 Financial loss insurance services, 66516500 Professional liability insurance services, 66519200 Engineering insurance services, 66516400 General liability insurance services, 66514110 Motor vehicle insurance services, 66512000 Accident and health insurance services, 66515411 Pecuniary loss insurance services, 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 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**

Estimated value excluding VAT:

Range: between 280 000 and 342 300 GBP

### **II.2.2. Information about options**

Options: no

### **II.2.3. Information about renewals**

This contract is subject to renewal: no

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

Duration in days: 365 (from the award of the contract)

Information about lots

Lot No: 1

Lot title: Property Damage & Business Interruption Insurance

### **1) Short description**

### **2) CPV code(s)**

66515200 Property insurance services, 66515410 Financial loss insurance services, 66516500 Professional liability insurance services, 66519200 Engineering insurance services, 66516400 General liability insurance services, 66514110 Motor vehicle insurance services, 66512000 Accident and health insurance services, 66515411 Pecuniary loss insurance services, 66510000 Insurance services

### **3) Quantity or scope**

Estimated value excluding VAT:

Range: between 33 900 and 41 500 GBP

### **4) Indication about different time frame or duration**

### **5) Additional information about lots**

Lot No: 2

Lot title: Fidelity Guarantee

### **1) Short description**

### **2) CPV code(s)**

66515200 Property insurance services, 66515410 Financial loss insurance services, 66516500 Professional liability insurance services, 66519200 Engineering insurance services, 66516400 General liability insurance services, 66514110 Motor vehicle insurance services, 66512000 Accident and health insurance services, 66515411 Pecuniary loss insurance services, 66510000 Insurance services

### **3) Quantity or scope**

Estimated value excluding VAT:

Range: between 990 and 1 100 GBP

### **4) Indication about different time frame or duration**

## 5) Additional information about lots

Lot No: 3

Lot title: Engineering Insurance

### 1) Short description

### 2) CPV code(s)

66515200 Property insurance services, 66515410 Financial loss insurance services, 66516500 Professional liability insurance services, 66519200 Engineering insurance services, 66516400 General liability insurance services, 66514110 Motor vehicle insurance services, 66512000 Accident and health insurance services, 66515411 Pecuniary loss insurance services, 66510000 Insurance services

### 3) Quantity or scope

Estimated value excluding VAT:

Range: between 3 900 and 4 800 GBP

### 4) Indication about different time frame or duration

## 5) Additional information about lots

Lot No: 4

Lot title: Engineering Inspection

### 1) Short description

### 2) CPV code(s)

66515200 Property insurance services, 66515410 Financial loss insurance services, 66516500 Professional liability insurance services, 66519200 Engineering insurance services, 66516400 General liability insurance services, 66514110 Motor vehicle insurance services, 66512000 Accident and health insurance services, 66515411 Pecuniary loss insurance services, 66510000 Insurance services

### 3) Quantity or scope

Estimated value excluding VAT:

Range: between 18 700 and 22 800 GBP

### 4) Indication about different time frame or duration

## 5) Additional information about lots

Lot No: 5

Lot title: Employers Liability

### 1) Short description

### 2) CPV code(s)

66515200 Property insurance services, 66515410 Financial loss insurance services, 66516500 Professional liability insurance services, 66519200 Engineering insurance services, 66516400 General liability insurance services, 66514110 Motor vehicle insurance services, 66512000 Accident and health insurance services, 66515411 Pecuniary loss insurance services, 66510000 Insurance services

### 3) Quantity or scope

Estimated value excluding VAT:

Range: between 54 000 and 66 000 GBP

**4) Indication about different time frame or duration**

Duration in days: 365 (from the award of the contract)

**5) Additional information about lots**

Lot No: 6

Lot title: Public and Products Liability

**1) Short description**

**2) CPV code(s)**

66515200 Property insurance services, 66515410 Financial loss insurance services, 66516500 Professional liability insurance services, 66519200 Engineering insurance services, 66516400 General liability insurance services, 66514110 Motor vehicle insurance services, 66512000 Accident and health insurance services, 66515411 Pecuniary loss insurance services, 66510000 Insurance services

**3) Quantity or scope**

Estimated value excluding VAT:

Range: between 97 650 and 119 350 GBP

**4) Indication about different time frame or duration**

**5) Additional information about lots**

Lot No: 7

Lot title: Motor Fleet

**1) Short description**

**2) CPV code(s)**

66515200 Property insurance services, 66515410 Financial loss insurance services, 66516500 Professional liability insurance services, 66519200 Engineering insurance services, 66516400 General liability insurance services, 66514110 Motor vehicle insurance services, 66512000 Accident and health insurance services, 66515411 Pecuniary loss insurance services, 66510000 Insurance services

**3) Quantity or scope**

Estimated value excluding VAT:

Range: between 32 000 and 39 000 GBP

**4) Indication about different time frame or duration**

**5) Additional information about lots**

Lot No: 8

Lot title: Personal Accident and Travel

**1) Short description**

**2) CPV code(s)**

66515200 Property insurance services, 66515410 Financial loss insurance services, 66516500 Professional liability insurance services, 66519200 Engineering insurance services, 66516400 General liability insurance services, 66514110 Motor vehicle insurance services, 66512000 Accident and health insurance services, 66515411 Pecuniary loss insurance services, 66510000 Insurance services

**3) Quantity or scope**

Estimated value excluding VAT:  
Range: between 360 and 440 GBP

**4) Indication about different time frame or duration**

**5) Additional information about lots**

Lot No: 9

Lot title: Environmental Liability

**1) Short description**

**2) CPV code(s)**

66515200 Property insurance services, 66515410 Financial loss insurance services, 66516500 Professional liability insurance services, 66519200 Engineering insurance services, 66516400 General liability insurance services, 66514110 Motor vehicle insurance services, 66512000 Accident and health insurance services, 66515411 Pecuniary loss insurance services, 66510000 Insurance services

**3) Quantity or scope**

Estimated value excluding VAT:  
Range: between 15 100 and 18 500 GBP

**4) Indication about different time frame or duration**

**5) Additional information about lots**

Lot No: 10

Lot title: Employment Practice Liability

**1) Short description**

**2) CPV code(s)**

66515200 Property insurance services, 66515410 Financial loss insurance services, 66516500 Professional liability insurance services, 66519200 Engineering insurance services, 66516400 General liability insurance services, 66514110 Motor vehicle insurance services, 66512000 Accident and health insurance services, 66515411 Pecuniary loss insurance services, 66510000 Insurance services

**3) Quantity or scope**

Estimated value excluding VAT:  
Range: between 10 700 and 13 100 GBP

**4) Indication about different time frame or duration**

**5) Additional information about lots**

Lot No: 11

Lot title: Officials Indemnity

**1) Short description**

**2) CPV code(s)**

66515200 Property insurance services, 66515410 Financial loss insurance services, 66516500 Professional liability insurance services, 66519200 Engineering insurance services, 66516400 General liability insurance services, 66514110 Motor vehicle insurance services, 66512000 Accident and health insurance services, 66515411 Pecuniary loss insurance services, 66510000 Insurance services

**3) Quantity or scope**

Estimated value excluding VAT:

Range: between 6 700 and 8 300 GBP

**4) Indication about different time frame or duration**

**5) Additional information about lots**

Lot No: 12

Lot title: Professional Indemnity

**1) Short description**

**2) CPV code(s)**

66515200 Property insurance services, 66515410 Financial loss insurance services, 66516500 Professional liability insurance services, 66519200 Engineering insurance services, 66516400 General liability insurance services, 66514110 Motor vehicle insurance services, 66512000 Accident and health insurance services, 66515411 Pecuniary loss insurance services, 66510000 Insurance services

**3) Quantity or scope**

Estimated value excluding VAT:

Range: between 6 876 and 8 294 GBP

**4) Indication about different time frame or duration**

**5) Additional information about lots**

Lot No: 13

Lot title: Golf Club - Material Damage, Business Interruption, Employers Liability, Public Liability

**1) Short description**

**2) CPV code(s)**

66515200 Property insurance services, 66515410 Financial loss insurance services, 66516500 Professional liability insurance services, 66519200 Engineering insurance services, 66516400 General liability insurance services, 66514110 Motor vehicle insurance services, 66512000 Accident and health insurance services, 66515411 Pecuniary loss insurance services, 66510000 Insurance services

**3) Quantity or scope**

Estimated value excluding VAT:

Range: between 6 300 and 7 700 GBP

**4) Indication about different time frame or duration**

**5) Additional information about lots**

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

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**III.1. Conditions related to the contract**

**III.1.1. Deposits and guarantees required**

None 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**

No specific legal form is required.

**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: FSA Regulation - Insurers will be required to demonstrate that they are regulated by the appropriate National Regulatory Body such as the UK Financial Services Agency.

**III.2.2. Economic and financial ability**

List and brief description of conditions: Financial Strength Insurers must hold a minimum credit rating of BBB stable with Standard & Poors or equivalent with another recognised rating company.

**III.2.3. Technical and professional ability**

List and brief description of conditions:

The Insurers must be able to provide evidence of their last three years' experience and capability of providing an Insurance and Claim Service for contracts of the same nature.

**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: no

**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**

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**IV.1. Type of procedure**

**IV.1.1. Type of procedure**

Restricted

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

Envisaged minimum number 2: and Maximum number 6

**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 Criteria below

1. Lowest Price. Weighting 75
2. Claims Handling. Weighting 5

- 3. Breadth of Cover. Weighting 10
- 4. Added Value Benefits. Weighting 10

**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**

**IV.3.4. Time limit for receipt of tenders or requests to participate**

24.1.2013 - 17:00

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

25.1.2013

**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**

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**VI.1. Information about recurrence**

This is a recurrent procurement: yes

Estimated timing for further notices to be published: 12 months

**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**

Upon making a request to participate, please apply to Willis Ltd for a copy of the Pre-Qualification Questionnaire, which must be fully completed and returned to Willis Ltd prior to the deadline noted within Section IV.3.4) of this Award Notice

**VI.4. Procedures for review**

**VI.4.1. Review body**

Official name: Castlereagh Borough Council

Postal address: Civic & Administrative Offices, 1 Bradford Court, Upper Galwally

Town: Castlereagh

Postal code: BT8 6RB

Country: United Kingdom

E-mail: [margotkennedy@castlereagh.gov.uk](mailto:margotkennedy@castlereagh.gov.uk)

Telephone: +44 2890494500

Fax: +44 2890494515

Internet address: <http://www.castlereagh.gov.uk>

**VI.4.2. Review procedure**

Precise information on deadline(s) for review procedures: The Authority will incorporate a minimum 10 day calendar standstill period (or 15 days if non-electronic or fax methods used) at the point that information on the award of the contract is communicated to tenderers. If an appeal regarding the award of a contract has not been successfully resolved then the Public contract Regulations 2006 (England, Wales and Northern Ireland) provide for aggrieved parties who have been harmed or 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).

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

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

17.12.2012