

**UK-Sheffield: Financial and insurance services**

OJ S 248/2012 27/12/2012

**Contract notice****Services****Directive 2004/18/EC****Section I: Contracting authority**

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**I.1. Name and addresses**

Official name: South Yorkshire Police

Postal address: Procurement, Hayes House, Kenyon Street

Town: Sheffield

Postal code: S1 4BD

Country: United Kingdom

Contact person: [www.bluelight.gov.uk](http://www.bluelight.gov.uk)

For the attention of: Dawn Harrison

E-mail: [dawn.harrison@westyorkshire.pnn.police.uk](mailto:dawn.harrison@westyorkshire.pnn.police.uk)**I.2. Type of the contracting authority**

Regional or local authority

**I.3. Main activity**

Public order and safety

**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 Insurance 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: South Yorkshire Police Area, United Kingdom.

NUTS code UKE3 South Yorkshire

**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)**

The Provision of Insurance Services, including Claims Handling (but excluding Insurance Broking Services).

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

66000000 Financial and 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**

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

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

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

Duration in months: 60 (from the award of the contract)

Information about lots

Lot No: 1

Lot title: The Provision of Liability Insurance Services.

#### **1) Short description**

Provision of Insurance Services in respect of Employers Liability, Public/Product Liability, Pollution Legal Liability, Libel/Slander, Officials Indemnity and Professional Negligence.

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

66516000 Liability insurance services

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

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

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

Lot No: 2

Lot title: The Provision of Property Insurance Services.

#### **1) Short description**

Provision of Insurance Services in respect of Property Damage, Business Interruption, Money, Computers, Contractors All Risk and Terrorism.

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

66515200 Property insurance services

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

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

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

Lot No: 3

Lot title: The Provision of Motor Insurance Services.

#### **1) Short description**

Provision of Insurance Services in respect of Main Fleet and Externally Funded Vehicles.

- 2) **CPV code(s)**  
66514110 Motor vehicle insurance services
- 3) **Quantity or scope**
- 4) **Indication about different time frame or duration**
- 5) **Additional information about lots**

Lot No: 4

Lot title: The Provision of Engineering Insurance Services.

- 1) **Short description**  
Provision of Insurance Services in respect of Engineering Insurance and Inspection Services.
- 2) **CPV code(s)**  
66519200 Engineering insurance services
- 3) **Quantity or scope**
- 4) **Indication about different time frame or duration**
- 5) **Additional information about lots**

Lot No: 5

Lot title: The Provision of Accident & Health Insurance Services and Travel Insurance.

- 1) **Short description**  
Purchase of Insurance Services in respect of Personal Accident and Travel Insurance.
- 2) **CPV code(s)**  
66512000 Accident and health insurance services
- 3) **Quantity or scope**
- 4) **Indication about different time frame or duration**
- 5) **Additional information about lots**

Lot No: 6

Lot title: The Provision of Financial Loss Insurance Services.

- 1) **Short description**  
Provision of Insurance Services in respect of Fidelity Guarantee.
- 2) **CPV code(s)**  
66515410 Financial loss insurance services
- 3) **Quantity or scope**
- 4) **Indication about different time frame or duration**
- 5) **Additional information about lots**

Lot No: 7

Lot title: The Provision of Claims Handling Services.

- 1) **Short description**  
Provision of Claims Handling linked to the Insurance Contracts as specified in the previous Lots.

- 2) **CPV code(s)**  
66518300 Insurance claims adjustment services
- 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**

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### **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: Information and formalities necessary for evaluating if requirements are met:

Tenderers are expected to be Insurance Companies, Underwriting Agencies, and/or Claims Handlers.

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

List and brief description of conditions: Information and formalities necessary for evaluating if requirements are met:

Bidders must be authorised by the FSA or EU equivalent to carry on business in the relevant classes of Insurance as listed under this Contract Notice and comply with any requirements set out by such authorisation. For Claims Handling, companies must be regulated by the Claims Management Regulator (part of the Ministry of Justice).

Minimum level(s) of standards possibly required: Tenderers are expected to be Standard and Poor (or equivalent agency) rated A- or better.

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

List and brief description of conditions:

Information and formalities necessary for evaluating if requirements are met:

The length of time established and experience in supplying similar types of insurance programmes and associated Claims Handling Services to other similar types of organisation.

#### **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: Tenderers must be authorised by the FSA or EU equivalent to carry on business in the relevant classes of insurance as listed in this contract notice in accordance with the provision of the Insurance Companies Act 1982, the Financial Services & Markets Act 2000 and any other statutory modification thereof. For Claims Handling, companies must be regulated by the Claims Management Regulator (part of the Ministry of Justice).

### **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: yes

## **Section IV: Procedure**

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### **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) no

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

Envisaged minimum number 2: 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**

SYPPROC 2012 - 661

#### **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**

28.1.2013 - 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**

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**VI.1. Information about recurrence**

This is a recurrent procurement: yes

Estimated timing for further notices to be published:

**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**

**VI.4. Procedures for review**

**VI.4.1. Review body**

**VI.4.2. Review procedure**

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

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

21.12.2012