

**Italy-Cento: Insurance brokerage services**  
**OJ S 210/2017 02/11/2017**  
**Contract notice**  
**Services**

**Directive 2004/18/EC**

**Section I: Contracting authority**

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**I.1. Name and addresses**

Official name: Centrale Unica di Committenza c/o Comune di Cento

Postal address: Vicolo Sant'Agostino 6/a

Town: Cento

Postal code: 44042

Country: Italy

Contact person: Centrale Unica di Committenza

For the attention of: Ennio Barbieri

E-mail: [cuc@comune.cento.fe.it](mailto:cuc@comune.cento.fe.it)

Telephone: +39 0516843248

Fax: +39 0516843120

**Internet address(es):**

General address of the contracting authority: <http://www.comune.cento.fe.it>

Address of the buyer profile: <http://bandigare.comune.cento.fe.it/PortaleAppalti/>

**Additional information can be obtained from:**

Official name: Comune di Cento — Centrale Unica di Committenza

Postal address: Via Provenzali 15

Town: Cento

Postal code: 44042

Country: Italy

Contact person: Responsabile Centrale Unica di Committenza

For the attention of: Ennio Barbieri

E-mail: [cuc@comune.cento.fe.it](mailto:cuc@comune.cento.fe.it)

Telephone: +39 051683230

Internet address: <http://www.comune.cento.fe.it/>

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

the abovementioned address

**Tenders or requests to participate must be submitted:** Official name: Comune di Cento —

Ufficio Protocollo Generale

Postal address: Via Guercino 62

Town: Cento

Postal code: 44042

Country: Italy

Contact person: Responsabile Ufficio Protocollo e Messi

For the attention of: Lanzoni Cinzia

E-mail: [protocollo@comune.cento.fe.it](mailto:protocollo@comune.cento.fe.it)

Telephone: +39 0516843121

Fax: +39 0516843120

Internet address: <http://www.comune.cento.fe.it>

## **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: yes

Official name: Comune di Bondeno

Postal address: Piazza Garibaldi 1

Town: Bondeno

Postal code: 44012

Country: Italy

Official name: Comune di Cento

Postal address: Via Guercino 62

Town: Cento

Postal code: 44042

Country: Italy

Official name: Comune di Poggio Renatico

Postal address: Via Salvo D'Acquisto 5/a

Town: Poggio Renatico

Postal code: 44028

Country: Italy

Official name: Comune di Terre del Reno

Postal address: Via G. Matteotti 7

Town: Sant'Agostino

Postal code: 44047

Country: Italy

Official name: Comune di Vigarano Mainarda

Postal address: Piazza Repubblica 10

Town: Vigarano Mainarda

Postal code: 44049

Country: Italy

## **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**

Affidamento del servizio di brokeraggio assicurativo per il periodo 1.1.2018- 31.12.2022

Comune di Bondeno — Comune di Cento — Comune di Poggio Renatico, Comune di Terre del Reno — Comune di Vigarano Mainarda.

#### **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: Amministrazioni committenti: Comune di Bondeno —

Comune di Cento — Comune di Poggio Renatico, Comune di Terre del Reno — Comune di Vigarano Mainarda.

NUTS code

### **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)**

Affidamento del servizio di brokeraggio assicurativo per il periodo 1.1.2018- 31.12.2022  
Comune di Bondeno — Comune di Cento — Comune di Poggio Renatico, Comune di Terre del Reno — Comune di Vigarano Mainarda.

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

66518100 Insurance brokerage 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**

Presunti 589 501,13 EUR.

Estimated value excluding VAT: 266 797,11 EUR

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

Options: yes

Description of options: Eventuale rinnovo per ulteriore periodo massimo di ulteriori 5 anni.  
Eventuale proroga tecnica di massimo mesi 12 nelle more di approvazione della nuova procedura di affidamento.

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

This contract is subject to renewal: yes

Number of possible renewals: 1

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

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

## **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**

Si rimanda alla documentazione di gara.

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

Si rimanda alla documentazione di gara.

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

Si rimanda alla documentazione di gara.

#### **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: Si rimanda alla documentazione di gara.

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

List and brief description of conditions: Livelli minimi di capacità eventualmente richiesti.

Minimum level(s) of standards possibly required: Si rimanda alla documentazione di gara.

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

List and brief description of conditions:

Livelli minimi di capacità eventualmente richiesti.

Minimum level(s) of standards possibly required:

Si rimanda alla documentazione di gara.

##### **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: Dal D.Lgs. 7.9.2005 n. 209 (Codice delle assicurazioni private) e successivi regolamenti ISVAP.

##### **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**

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 Criteria below

1. Elementi di valutazione di natura qualitativa. Weighting 100

##### **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**

CIG: 7239445301

**IV.3.2. Previous publication concerning this procedure**

no

**IV.3.3. Conditions for obtaining specifications and additional documents or descriptive document**

Time limit for receipt of requests for documents or for accessing documents: 23.11.2017 - 12:00

Payable documents: no

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

5.12.2017 - 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**

Italian.

**IV.3.7. Minimum time frame during which the tenderer must maintain the tender**

Duration in days: 180 (from the date stated for receipt of tender)

**IV.3.8. Conditions for opening of tenders**

Date: 6.12.2017 - 9:30

Place:

Presso la sede della Centrale Unica di Committenza Sita in Vicolo Sant'Agostino 6 — 44042 Cento (FE) — Italia

Persons authorised to be present at the opening of tenders: yes

Information about authorised persons and opening procedure: Sono ammessi i legali rappresentanti delle imprese offerenti o i soggetti che esibiranno al Presidente del Seggio o della Commissione una specifica delega potranno intervenire nelle operazioni di svolgimento della gara e far risultare nel verbale le loro eventuali dichiarazioni.

**Section VI: Complementary information**

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**VI.1. Information about recurrence**

This is a recurrent procurement: no

**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**

Official name: Tribunale amministrativo regionale per l'Emilia-Romagna

Postal address: Strada Maggiore 53

Town: Bologna

Postal code: 40125

Country: Italy

**VI.4.2. Review procedure**

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

Official name: Comune di Cento

Postal address: Via Provenzali 15

Town: Cento

Postal code: 44042

Country: Italy

E-mail: [comune.cento@cert.comune.cento.fe.it](mailto:comune.cento@cert.comune.cento.fe.it)

Telephone: +39 051684311

Fax: +39 0516843120

Internet address: [www.comune.cento.fe.it](http://www.comune.cento.fe.it)

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

30.10.2017