

United Kingdom-St Albans: Insurance services
OJ S 194/2018 09/10/2018
Contract notice
Services

Legal Basis:

Directive 2014/24/EU

Section I: Contracting authority

I.1. Name and addresses

Official name: St Albans City and District Council

Postal address: Civic Centre, St Peters Street

Town: St Albans

NUTS code: UKH23 Hertfordshire

Postal code: AL1 3LD

Country: United Kingdom

Contact person: John Foster

E-mail: john.foster@stalbans.gov.uk

Telephone: +44 1727819235

Internet address(es):

Main address: <http://www.stalbans.gov.uk/>

Address of the buyer profile: <http://www.supplyhertfordshire.uk/stalbans.php>

I.3. Communication

The procurement documents are available for unrestricted and full direct access, free of charge, at: www.supplyhertfordshire.uk

Additional information can be obtained from the abovementioned address

Tenders or requests to participate must be submitted electronically via: www.supplyhertfordshire.uk

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

I.4. Type of the contracting authority

Regional or local authority

I.5. Main activity

General public services

Section II: Object

II.1. Scope of the procurement

II.1.1. Title

SADC Provision of Leasehold Properties Insurance Services (excluding the Provision of Insurance Broking Services)

Reference number: SADC Leasehold Insurance 2018

II.1.2. Main CPV code

66510000 Insurance services

II.1.3.

Type of contract

Services

II.1.4. Short description

Provision of Leasehold properties insurance services (excluding the provision of insurance broking services).

II.1.5. Estimated total value

II.1.6. Information about lots

This contract is divided into lots: no

II.2. Description

II.2.3. Place of performance

NUTS code: UKH23 Hertfordshire

Main site or place of performance: St Albans City and District, Hertfordshire, UK

II.2.4. Description of the procurement

Provision of Leasehold properties insurance services (excluding the provision of insurance broking services).

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: 2 000 000,00 GBP

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

Start: 01/03/2019 End: 29/02/2024

This contract is subject to renewal: yes

Description of renewals:

Possible range between 2 and 4.

II.2.10. Information about variants

Variants will be accepted: yes

II.2.11. Information about options

Options: yes

Description of options:

The Council are seeking a 3 year long term agreement with the option to extend for a further 2 years i.e. 3+2.

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

The tender is being managed by JLT Specialty Ltd., the Contracting Authority's retained Insurance Broker and Risk Advisor

Section III: Legal, economic, financial and technical information

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:

III.1.2. Economic and financial standing

List and brief description of selection criteria:

Insurers will be authorised to write the classes of insurance listed within the EU Member States subject to English/Welsh Law and jurisdiction of the English/Welsh courts. Potential suppliers may be asked to produce a certificate issued by the appropriate insurance regulatory authority indicating the types of insurance the insurer is authorised to provide and must comply with Departments of Trade and Industry Regulations. Potential suppliers may be asked to produce a copy of their annual reports and accounts for the last 3 years, name and address of bankers, details of last 3 years of underwriting experience for the classes of business referred to in this notice.

Minimum level(s) of standards possibly required:

Insurers must be at least "A-" rated by Standard and Poor's (or equivalent rating agency) and /or approved by the JLT Market Security Committee.

III.1.3. Technical and professional ability

List and brief description of selection criteria:

Details of membership of any professional body or association and education/professional qualifications/experience of all staff providing the services, and evidence of risk management capabilities. Please see the invitation to tender (ITT) for more details.

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:

Insurers will be insurance companies authorised to write classes of insurance listed within the EU Member states subject to English/Welsh Law and the Jurisdiction of the English/Welsh courts. The service will be regulated by the provisions of the Insurance Act 1982 and any modification thereof.

Section IV: Procedure

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: 15/11/2018 Local time: 12:00

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: 01/03/2019

IV.2.7. Conditions for opening of tenders

Date: 16/11/2018 Local time: 09:00

Place:

Section VI: Complementary information

VI.1. Information about recurrence

This is a recurrent procurement: yes

Estimated timing for further notices to be published:

3 or 5 years

VI.2. Information about electronic workflows

Electronic ordering will be used

Electronic invoicing will be accepted

Electronic payment will be used

VI.3. Additional information

The tender is being managed by JLT Specialty Ltd., the Contracting Authority's retained Insurance Broker and Risk Advisor. The Contracting Authority is subject to the Freedom of Information Act 2000 (as amended) and/or the Environmental Information Regulations 2004 (as amended). All information will be dealt with in accordance with that Act and information to which the Environmental Regulations apply will be dealt with in accordance with those regulations. The Contracting Authority reserves the right not to proceed or not to award a contract for the whole or any part of proposed procurement. Neither the Contracting Authority nor any person on whose behalf of whom this procurement is undertaken is to be liable for any costs incurred by those expressing an interest in this contract. For more information and/or to respond to this opportunity, please visit the Supply Hertfordshire e-Sourcing portal at:

<http://www.supplyhertfordshire.uk/>

VI.4. Procedures for review

VI.4.1. Review body

Official name: The High Court, The Strand

Postal address: Royal Courts of Justice, The Strand

Town: London

Postal code: WC2A 2LL

Country: United Kingdom

VI.4.3. Review procedure

Precise information on deadline(s) for review procedures:

The Contracting Authority will incorporate a minimum 10 day calendar day standstill period at the point information on the award of the contact is communicated to tenderers. The Public Contracts Regulations 2015 (SI 2015 No. 102) (as amended) provide for aggrieved parties who have been harmed or are 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 started within 30 days beginning with the date when the aggrieved party first knew or ought to have known that

grounds for starting the proceedings had arisen. The Court may extend the time limit for starting proceedings where the Court considers that there is a good reason for doing so but not so as to permit proceedings to be started more than 3 months after that date. Where a contract has not been entered into, the Court may order the setting aside of the award decision or order the Contracting Authority to amend any document and may award damages. If the contract has been entered into the Court may only award damages or, where the contract award procedures have not been followed correctly, declare the contract to be "ineffective".

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

Official name: See VI.4.1) Review body of this of notice

Town: St Albans

Country: United Kingdom

VI.5. Date of dispatch of this notice

05/10/2018