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Tender

## **GE23075 GEL INSURANCE**

Greener Ealing Limited

F02: Contract notice

Notice identifier: 2025/S 000-002647

Procurement identifier (OCID): ocds-h6vhtk-049d0f

Published 27 January 2025, 9:15am

### **Section I: Contracting authority**

#### **I.1) Name and addresses**

Greener Ealing Limited

14-16 Uxbridge Road

London

W5 2HL

#### **Contact**

Katarina Pohancenikova

#### **Email**

[pohancenikovak@ealing.gov.uk](mailto:pohancenikovak@ealing.gov.uk)

#### **Telephone**

+44 2088256401

#### **Country**

United Kingdom

**Region code**

UKI73 - Ealing

**National registration number**

226 6700 70

**Internet address(es)**

Main address

<https://www.ealing.gov.uk>

Buyer's address

<https://www.ealing.gov.uk>

**I.3) Communication**

The procurement documents are available for unrestricted and full direct access, free of charge, at

<https://ealinglbc-atamis.my.site.com/login>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<https://ealinglbc-atamis.my.site.com/login>

Tenders or requests to participate must be submitted to the above-mentioned address

**I.4) Type of the contracting authority**

Regional or local authority

**I.5) Main activity**

General public services

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## Section II: Object

### II.1) Scope of the procurement

#### II.1.1) Title

GE23075 GEL INSURANCE

#### II.1.2) Main CPV code

- 66516400 - General liability insurance services

#### II.1.3) Type of contract

Services

#### II.1.4) Short description

Greener Ealing Ltd ("Authority") is procuring via open procedure under CPR 2015 regs (Contract Procurement Regulation) for annual insurance cover for Computer, Liability, Fidelity Guarantee, Motor Fleet, Engineering Inspection, Group Personal Accident & Travel. Contract commencing on 1st July 2025 for the contract term of three years with a further one extension option of a further two years. Indicative contract term value of 7,500,000.

#### II.1.5) Estimated total value

Value excluding VAT: £7,500,000

#### II.1.6) Information about lots

This contract is divided into lots: Yes

Tenders may be submitted for all lots

### II.2) Description

#### II.2.1) Title

Lot 1

Lot No

1

## **II.2.2) Additional CPV code(s)**

- 66516400 - General liability insurance services

## **II.2.3) Place of performance**

NUTS codes

- UKI73 - Ealing

Main site or place of performance

London

## **II.2.4) Description of the procurement**

Please refer to ITT pack for instructions and further requirements on Lot 1. ? Tenders must be submitted solely based on the tendering instructions and specification included in this tender pack. Unless specifically stated otherwise in any tender document, qualified Tenders will not be accepted.

? The award criteria are set out within the Evaluation Sheet for each Lot. They comprise both Financial (price) and Non-Financial (policy cover, claims service and Social Value) criteria.

? Please ensure you respond to each element of the evaluation criteria for each Lot you submit. To ensure you receive marks for the items requested you must complete and submit the Evaluation Sheet for the Lot/s for which you are Tendering. Failure to do so will result in no evaluation of your Tender under a particular lot, or in its entirety.

? Each Bidder / Insurer will be awarded a score out of 100% for each Lot.

? All individual Lots will be evaluated separately, and the Company categorically reserves the right to place individual Lots with separate Economic Operators irrespective of any package conditions put forward by any Economic Operators.

? In the event of one or more bids under lot 3, alongside bids under each of Lots 1 and 2, then the best available combination of bids (highest scoring) under Lots 1 and 3 will be considered against the highest scoring bid under lot 3, to identify the Most Economically Advantageous Tender.

? Economic Operators are requested to indicate in the yellow boxes provided within each Evaluation Sheet - using the drop-down menus, where applicable, whether their Tender includes or does not include the item(s) requested.

? There is a menu option "Please State Variation" against each requirement; this option should be selected where the Economic Operator cannot comply with any of the requirements of any given Lot, but, can offer similar cover, or, where the Economic Operator is providing the cover, but under another Lot. The Economic Operator must clearly indicate the nature of the variant cover being offered and, where appropriate, the Lot where the core cover is provided within the column marked "Additional Comments, Subjectivities, Variations and/or Exceptions".

? By completing and returning the Evaluation spreadsheets the Economic Operator is accepting that the final points awarded are at the sole discretion of the Company.

? Please note that the Economic Operator must evidence any Policy Cover, Claims Handling Requirements, Service Delivery and / or Social Value being provided via their Tender response, method statement, quotation, endorsement and/or policy wording. Where this is not provided Marsh and/or the Company reserve the right to reduce points accordingly.

? Please note that the Evaluation Sheets/Tabs should be read in conjunction with this Invitation to Tender document, attaching appendices and the accompanying risk information.

? All the Evaluation sheets/tabs relating to the Lot(s) the Economic Operator is Tendering for should be completed and returned with the Economic Operator's Tender response / submission. Failure to do so will result in the Economic Operator's Tender response / submission not being considered for evaluation.

? The Company retains the right not to award one or more of the lots tendered.

? The Company may require the successful Bidders / Insurers to be available for a detailed clarification meeting to discuss their Tender response.

? The Company reserves the right not to award the Contract to the lowest bidder / Insurer, reserving also the right to accept the same in whole or in part.

? The Company reserves the right to 'disqualify' any bidder / Insurer that the Company judges upon investigation to be incapable of fulfilling the contract requirements of a particular Lot.

? The Company reserves the right to 'disqualify' any bid that is 'qualified' or tries to change the terms on which the Tender response is submitted.

? The Company reserves the right not to award the Contract to any bidder / Insurer if an unacceptable change in circumstances occurs during the procurement process.

? The Company will award the Contract in accordance with the Public Contracts Regulations 2015

## **II.2.5) Award criteria**

Quality criterion - Name: Social Value / Weighting: 5%

Quality criterion - Name: Quality / Weighting: 45%

Price - Weighting: 50%

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

Start date

1 July 2025

End date

30 June 2028

This contract is subject to renewal

Yes

Description of renewals

There is an option to extend of 2 years (i.e. 3 + 2 years)

#### **II.2.10) Information about variants**

Variants will be accepted: No

#### **II.2.11) Information about options**

Options: No

#### **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) Description**

#### **II.2.1) Title**

Lot 2

Lot No

2

#### **II.2.2) Additional CPV code(s)**

- 66516400 - General liability insurance services

#### **II.2.3) Place of performance**

NUTS codes

- UKI73 - Ealing

Main site or place of performance

London

## II.2.4) Description of the procurement

Please refer to ITT pack for instructions and further requirements on Lot 2. Tenders must be submitted solely based on the tendering instructions and specification included in this tender pack. Unless specifically stated otherwise in any tender document, qualified Tenders will not be accepted.

? The award criteria are set out within the Evaluation Sheet for each Lot. They comprise both Financial (price) and Non-Financial (policy cover, claims service and Social Value) criteria.

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submission not being considered for evaluation.

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? The Company may require the successful Bidders / Insurers to be available for a detailed clarification meeting to discuss their Tender response.

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? The Company will award the Contract in accordance with the Public Contracts Regulations 2015

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Options: No

### **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) Description**

### **II.2.1) Title**

Lot 3 Combination of Lot 1 and Lot 2)

Lot No

3 (Combination of Lot 1 and Lot 2)

### **II.2.2) Additional CPV code(s)**

- 66516400 - General liability insurance services

### **II.2.3) Place of performance**

NUTS codes

- UKI73 - Ealing

Main site or place of performance

London

### **II.2.4) Description of the procurement**

Please refer to ITT pack for instructions and further requirements on Lot 3. Tenders must be submitted solely based on the tendering instructions and specification included in this tender pack. Unless specifically stated otherwise in any tender document, qualified Tenders will not be accepted.

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Variants will be accepted: No

#### **II.2.11) Information about options**

Options: No

#### **II.2.13) Information about European Union Funds**

The procurement is related to a project and/or programme financed by European Union funds: No

## Section III. Legal, economic, financial and technical information

### III.1) Conditions for participation

#### III.1.2) Economic and financial standing

List and brief description of selection criteria

Please note this exercise is being conducted under the Open procedure.

Tender response quotations must be submitted on a 'net of normal commission' basis and all amounts shown in Pounds Sterling. Marsh brokerage of 3.5% will apply to all classes (unless a direct dealing Insurer, where the brokerage doesn't apply).

Explains the administrative arrangements for the receipt of Tenders.

Please note in particular:-

?A full copy of the policy documentation must be provided with contract certain quotations. Upon acceptance of quotations the original policy documentation must be issued within 14 days of cover commencing.

?Certificates and To Whom It May Concern letters to be supplied immediately on appointment.

#### 1. Insurer Rating / Financial Checks

All Insurers must meet the Marsh minimum financial guidelines, being an interactive Standard and Poor's rating of BBB or higher and the local currency equivalent of US\$100 million in unencumbered policyholders' surplus and / or approved by the Marsh Market Information Group. In the absence of an interactive Standard and Poors rating, companies with an interactive A.M. Best rating of A- or higher and the local currency equivalent of US\$100 million in unencumbered policyholders' surplus and / or approved by the Marsh Market Information Group. Otherwise their submission will be automatically rejected. Please note if the rating of the Insurer drops below the acceptable minimum standard during the life of the contract, the Contracting Authority can make alternative arrangements at their own discretion. The Contracting Authority may obtain financial information through credit checks concerning the Bidders / Insurers. The Contracting Authority reserves the right to request further financial information from the Tenderer after the submission deadline.

Minimum level(s) of standards possibly required

The award criteria are set out within the Evaluation Sheet for each Lot. They comprise both Financial (price) and Non-Financial (policy cover, claims service and Social Value) criteria.

?Please ensure you respond to each element of the evaluation criteria for each Lot you submit. To ensure you receive marks for the items requested you must complete and submit the Evaluation Sheet for the Lot for which you are Tendering. Failure to do so will result in no evaluation of your Tender.

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?The Contracting Authority reserves the right to 'disqualify' any bid that is 'qualified' or tries to change the terms on which the Tender response is submitted.

?The Contracting Authority reserves the right not to award the Contract to any bidder / Insurer if an unacceptable change in circumstances occurs during the procurement process.

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?The Contracting Authority will award the Contract in accordance with the Public Contracts Regulations 2015

## **III.2) Conditions related to the contract**

### **III.2.2) Contract performance conditions**

Please refer to specification document for detailed instructions.

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## **Section IV. Procedure**

### **IV.1) Description**

#### **IV.1.1) Type of procedure**

Open procedure

#### **IV.1.8) Information about the Government Procurement Agreement (GPA)**

The procurement is covered by the Government Procurement Agreement: Yes

### **IV.2) Administrative information**

#### **IV.2.1) Previous publication concerning this procedure**

Notice number: [2024/S 000-030373](#)

#### **IV.2.2) Time limit for receipt of tenders or requests to participate**

Date

21 March 2025

#### **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: 20 May 2025

#### **IV.2.7) Conditions for opening of tenders**

Date

21 March 2025

Local time

12:00pm

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## **Section VI. Complementary information**

### **VI.1) Information about recurrence**

This is a recurrent procurement: Yes

### **VI.3) Additional information**

lots info

### **VI.4) Procedures for review**

#### **VI.4.1) Review body**

Greener Ealing Limited

14-16 Uxbridge Road

London

W5 2HL

Country

United Kingdom

Internet address

<https://www.ealing.gov.uk>

#### **VI.4.2) Body responsible for mediation procedures**

Royal Court of Justice

Strand

London

WC2A 2LL

Email

[procurement@ealing.gov.uk](mailto:procurement@ealing.gov.uk)

Country

United Kingdom

Internet address

<https://www.find-court-tribunal.service.gov.uk/courts/royal-courts-of-justice>