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Tender

## **Insurance Services**

Epping Forest District Council

F02: Contract notice

Notice identifier: 2022/S 000-004849

Procurement identifier (OCID): ocds-h6vhtk-03198d

Published 21 February 2022, 4:15pm

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

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

Epping Forest District Council

Civic Offices, High Street

Epping

CM16 4BZ

#### **Email**

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

#### **Telephone**

+44 1992564000

#### **Country**

United Kingdom

#### **NUTS code**

UKH3 - Essex

**Internet address(es)**

Main address

[www.eppingforestdc.gov.uk](http://www.eppingforestdc.gov.uk)

**I.3) Communication**

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

<https://www.delta-esourcing.com/tenders/UK-UK-Epping:-Insurance-services./GHTXUJZAZX>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

[www.delta-esourcing.com](http://www.delta-esourcing.com)

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**

Insurance Services

#### **II.1.2) Main CPV code**

- 66510000 - Insurance services

#### **II.1.3) Type of contract**

Services

#### **II.1.4) Short description**

This Invitation to Tender (ITT) is inviting Tenders for Leasehold/Mortgaged Properties insurance coverage as required by Epping Forest District Council. The contract is for an initial three year period with an option to extend for a further period of up to 2 years.

#### **II.1.5) Estimated total value**

Value excluding VAT: £450,000

#### **II.1.6) Information about lots**

This contract is divided into lots: No

### **II.2) Description**

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

- 66510000 - Insurance services

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

NUTS codes

- UKH3 - Essex

Main site or place of performance

Essex

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

This Invitation to Tender (ITT) is inviting Tenders for Leasehold/Mortgaged Properties insurance coverage as required by Epping Forest District Council.

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

Price is not the only award criterion and all criteria are stated only in the procurement documents

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

Duration in months

60

This contract is subject to renewal

Yes

Description of renewals

The contract is for an initial three year period with an option to extend for a further period of up to 2 years, agreed annually.

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

Variants will be accepted: Yes

#### **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

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

### **III.1) Conditions for participation**

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

Selection criteria as stated in the procurement documents

#### **III.1.3) Technical and professional ability**

Selection criteria as stated in the procurement documents

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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: No

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

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

Date

1 April 2022

Local time

12:00pm

#### **IV.2.4) Languages in which tenders or requests to participate may be submitted**

English

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

Date

1 April 2022

Local time

12:00pm

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## **Section VI. Complementary information**

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

This is a recurrent procurement: Yes

Estimated timing for further notices to be published: Notices will be issued at the expiry of

this agreement, either three, four or five years depending on potential extension periods.

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

The contracting authority considers that this contract may be suitable for economic operators that are small or medium enterprises (SMEs). However, any selection of tenderers will be based solely on the criteria set out for the procurement.

For more information about this opportunity, please visit the Delta eSourcing portal at:

<https://www.delta-esourcing.com/tenders/UK-UK-Epping:-Insurance-services./GHTXUJZAZX>

To respond to this opportunity, please click here:

<https://www.delta-esourcing.com/respond/GHTXUJZAZX>

GO Reference: GO-2022221-PRO-19685431

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

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

Epping Forest District Council

Civic Offices

Epping

CM16 4NG

Telephone

+44 1992564000

Country

United Kingdom