

This is a published notice on the Find a Tender service: <https://www.find-tender.service.gov.uk/Notice/005259-2021>

Contract

## **Insurance brokerage services**

Sheffield Museums Trust

F03: Contract award notice

Notice identifier: 2021/S 000-005259

Procurement identifier (OCID): ocds-h6vhtk-028779

Published 16 March 2021, 9:16am

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

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

Sheffield Museums Trust

Leader House, Surrey Street

Sheffield

S1 2LH

#### **Email**

[elizabeth.lilley@museums-sheffield.org.uk](mailto:elizabeth.lilley@museums-sheffield.org.uk)

#### **Telephone**

+44 1142782600

#### **Country**

United Kingdom

#### **NUTS code**

UKE32 - Sheffield

**Internet address(es)**

Main address

<http://www.museums-sheffield.org.uk/>

Buyer's address

[https://www.mytenders.co.uk/search/Search\\_AuthProfile.aspx?ID=AA31889](https://www.mytenders.co.uk/search/Search_AuthProfile.aspx?ID=AA31889)

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

Body governed by public law

**I.5) Main activity**

Recreation, culture and religion

---

## **Section II: Object**

### **II.1) Scope of the procurement**

#### **II.1.1) Title**

Insurance brokerage services

Reference number

SMT002/insurance

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

- 66510000 - Insurance services

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

Services

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

3 year comprehensive insurance brokerage for Sheffield Museums Trust

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

This contract is divided into lots: No

#### **II.1.7) Total value of the procurement (excluding VAT)**

Value excluding VAT: £5,000

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

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

- 66510000 - Insurance services
- 66513000 - Legal insurance and all-risk insurance services
- 66515000 - Damage or loss insurance services
- 66515200 - Property insurance services
- 66516000 - Liability insurance services
- 66516100 - Motor vehicle liability insurance services

- 66516400 - General liability insurance services
- 66518000 - Insurance brokerage and agency services
- 66518100 - Insurance brokerage services
- 66519310 - Insurance consultancy services

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

NUTS codes

- UKE32 - Sheffield

Main site or place of performance

Sheffield

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

Insurance brokerage and claims management service for a Charitable Museums Trust. A 3 year contract for services is preferred.

A range of insurances to cover all business risks and activities will be required.

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

Quality criterion - Name: experience and reputation / Weighting: 50

Price - Weighting: 50

### **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 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: [2021/S 000-000051](#)

---

## **Section V. Award of contract**

### **Contract No**

Insurance

A contract/lot is awarded: Yes

### **V.2) Award of contract**

#### **V.2.1) Date of conclusion of the contract**

15 March 2021

#### **V.2.2) Information about tenders**

Number of tenders received: 7

Number of tenders received from SMEs: 3

Number of tenders received from tenderers from other EU Member States: 7

Number of tenders received from tenderers from non-EU Member States: 0

Number of tenders received by electronic means: 7

The contract has been awarded to a group of economic operators: No

**V.2.3) Name and address of the contractor**

Arthur J. Gallagher Insurance Brokers Limited

Station Square, One Gloucester Street

Swindon

SN1 1GW

Telephone

+44 1793468421

Country

United Kingdom

NUTS code

- UK - UNITED KINGDOM

The contractor is an SME

No

**V.2.4) Information on value of contract/lot (excluding VAT)**

Total value of the contract/lot: £5,000

---

## **Section VI. Complementary information**

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

Please refer to the Invitation to tender document and tender response document for detailed information and requirements. These documents can be obtained from [www.museums-sheffield.org.uk](http://www.museums-sheffield.org.uk) or by emailing [elizabeth.lilley@museums-sheffield.org.uk](mailto:elizabeth.lilley@museums-sheffield.org.uk)

(MT Ref:222232)

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

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

Public Procurement Review Service

Cabinet Office

London

Email

[publicprocurementreview@cabinetoffice.gov.uk](mailto:publicprocurementreview@cabinetoffice.gov.uk)

Telephone

+44 3450103503

Country

United Kingdom

Internet address

<https://www.gov.uk/government/publications/public-procurement-review-service-scope-and-remit>