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Tender

## **Invitation to Tender for Provision of Insurance Services to Adur District Council and Worthing Borough Council**

Adur District Council and Worthing Borough Council

F02: Contract notice

Notice identifier: 2023/S 000-006144

Procurement identifier (OCID): ocds-h6vhtk-03ad91

Published 2 March 2023, 12:05pm

The closing date and time has been changed to:

**14 April 2023, 9:00am**

See the [change notice](#).

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

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

Adur District Council and Worthing Borough Council

Town Hall, Chapel Road

Worthing

BN11 1HA

#### **Email**

[procurement@adur-worthing.gov.uk](mailto:procurement@adur-worthing.gov.uk)

#### **Telephone**

+44 1903221454

**Country**

United Kingdom

**Region code**

UKJ27 - West Sussex (South West)

**Internet address(es)**

Main address

<https://www.adur-worthing.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-Worthing:-Insurance-services./39P6UBDKGU>

Additional information can be obtained from the above-mentioned address

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**

Invitation to Tender for Provision of Insurance Services to Adur District Council and Worthing Borough Council

Reference number

P0016-2023/ 764539470

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

- 66510000 - Insurance services

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

Services

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

Adur District Council and Worthing Borough Council are seeking bids for the provision of insurance services, which should include coverage for property, liability, fidelity guarantee, and the option for a premium for crime, motor fleet, motor ULR, motor legal expenses, group personal accident, and terrorism. Broker services are not included in this tender.

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

Value excluding VAT: £4,500,000

#### **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**

Material Damage / Property

Lot No

Lot 1

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

- 66513200 - Contractor's all-risk insurance services
- 66515000 - Damage or loss insurance services
- 66515200 - Property insurance services
- 66515100 - Fire insurance services
- 66515300 - Weather and financial loss insurance services
- 66515400 - Weather-related insurance services

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

NUTS codes

- UKJ27 - West Sussex (South West)

Main site or place of performance

West Sussex (South West)

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

Lot 1 - Material Damage / Property. For details please refer to the published Invitation to Tender Pack.

### **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: £2,500,000

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

Duration in months

60

This contract is subject to renewal

No

### **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.2.14) Additional information**

To respond to this opportunity please click here: <https://www.delta-esourcing.com/respond/39P6UBDKGU>

## **II.2) Description**

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

Combined Liability and FG (with Option for Crime)

Lot No

Lot 2

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

- 66516400 - General liability insurance services
- 66516500 - Professional liability insurance services
- 66515410 - Financial loss insurance services
- 66516000 - Liability insurance services
- 66515411 - Pecuniary loss insurance services

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

NUTS codes

- UKJ27 - West Sussex (South West)

Main site or place of performance

West Sussex (South West)

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

Lot 2 - Combined Liability and FG (with Option for Crime). For details please refer to the published Invitation to Tender Pack.

#### **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: £1,000,000

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

Duration in months

60

This contract is subject to renewal

No

#### **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**

Motor Fleet

Lot No

Lot 3

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

- 66514110 - Motor vehicle insurance services
- 66516100 - Motor vehicle liability insurance services
- 66514100 - Insurance related to Transport

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

NUTS codes

- UKJ27 - West Sussex (South West)

Main site or place of performance

West Sussex (South West)

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

Lot 3 - Motor Fleet. For details please refer to the published Invitation to Tender Pack.

### **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: £500,000

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

Duration in months

60

This contract is subject to renewal

No

### **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**

PA and Travel

Lot No

Lot 4

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

- 66512000 - Accident and health insurance services
- 66512100 - Accident insurance services
- 66512200 - Health insurance services
- 66512210 - Voluntary health insurance services

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

NUTS codes

- UKJ27 - West Sussex (South West)

Main site or place of performance

West Sussex (South West)

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

Lot 4 - PA and Travel. For details please refer to the published Invitation to Tender pack.

**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: £16,000

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

Duration in months

60

This contract is subject to renewal

No

**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

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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: Yes

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

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

Originally published as:

Date

11 April 2023

Local time

12:00pm

Changed to:

Date

14 April 2023

Local time

9:00am

See the [change notice](#).

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

English

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

Date

12 April 2023

Local time

12:00pm

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## **Section VI. Complementary information**

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

This is a recurrent procurement: No

### **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-Worthing:-Insurance-services./39P6UBDKGU>

To respond to this opportunity, please click here:

<https://www.delta-esourcing.com/respond/39P6UBDKGU>

GO Reference: GO-202332-PRO-22245398

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

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

Adur & Worthing Councils

Town Hall, Chapel Road

Worthing

BN11 1HA

Country

United Kingdom