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Tender

Tunbridge Wells Borough Council - Insurance Services

Tunbridge Wells Borough Council

F02: Contract notice

Notice identifier: 2024/S 000-006178

Procurement identifier (OCID): ocds-h6vhtk-043cfd

Published 26 February 2024, 5:29pm

Section I: Contracting authority

I.1) Name and addresses

Tunbridge Wells Borough Council

Town Hall

Tunbridge Wells

TN1 1RS

Contact

Miss Louisa Coley

Email

louisa.coley@tunbridgewells.gov.uk

Telephone

+44 1892526121

Country

United Kingdom

Region code

UKJ46 - West Kent

Internet address(es)

Main address

<http://www.tunbridgewells.gov.uk>

Buyer's address

<http://www.tunbridgewells.gov.uk>

I.3) Communication

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

<https://www.kentbusinessportal.org.uk/>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<https://www.kentbusinessportal.org.uk/>

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

Tunbridge Wells Borough Council - Insurance Services

Reference number

DN712837

II.1.2) Main CPV code

- 66510000 - Insurance services

II.1.3) Type of contract

Services

II.1.4) Short description

Tunbridge Wells Borough Council (TWBC) is looking to award a contract to an experienced service provider for the provision of insurance services. This will cover insurance, claims handling and risk management services in relation to: property, casualty, motor, engineering and miscellaneous accident classes. Zurich Municipal currently provides the Council with insurance services, with a policy history from 10th February 1993 to the present day.

Key Dates & Timeline for Procurement

Tender release: Monday 26th February 2024

Expression of Interest and Confidentiality agreement Deadline: 12:00pm Thursday 28th March 2024

Deadline for submission of completed tenders: 12:00pm Monday 8th April 2024

Evaluation: w/c Monday 15th April 2024

Appointment of contractor: July 2024

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

- UKJ46 - West Kent

II.2.4) Description of the procurement

Tunbridge Wells Borough Council (TWBC) is looking to award a contract to an experienced service provider for the provision of insurance services. This will cover insurance, claims handling and risk management services in relation to: property, casualty, motor, engineering and miscellaneous accident classes. Zurich Municipal currently provides the Council with insurance services, with a policy history from 10th February 1993 to the present day.

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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 Authority proposes to enter into a Contract for an initial period of 5 years with the option of 2 annual extensions (5+1+1).

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

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

28 March 2024

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

8 April 2024

Local time

12:00pm

Section VI. Complementary information

VI.1) Information about recurrence

This is a recurrent procurement: Yes

VI.4) Procedures for review

VI.4.1) Review body

Mid Kent Legal

Town Hall, Mount Pleasant Road

Tunbridge Wells

TN1 1RS

Country

United Kingdom