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Planning

## **Framework Agreement for Legal Representation for the Insurance team**

Norfolk County Council

F01: Prior information notice

Prior information only

Notice identifier: 2021/S 000-006599

Procurement identifier (OCID): ocids-h6vhtk-02a138

Published 31 March 2021, 9:25am

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

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

Norfolk County Council

Martineau Lane

NORWICH

NR12DH

#### **Contact**

Claire Dawson

#### **Email**

[sourcingteam@norfolk.gov.uk](mailto:sourcingteam@norfolk.gov.uk)

#### **Country**

United Kingdom

**NUTS code**

UKH15 - Norwich and East Norfolk

**Internet address(es)**

Main address

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

Buyer's address

<https://in-tendhost.co.uk/norfolkcc.aspx/Home>

**I.3) Communication**

Additional information can be obtained from 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**

Framework Agreement for Legal Representation for the Insurance team

Reference number

NCCT42187

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

- 79110000 - Legal advisory and representation services

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

Services

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

Norfolk County Council requires legal services for the in-house insurance team to predominately help support the delivery of the claims service, and is retendering its expiring framework agreement for these services.

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

Value excluding VAT: £1,600,000

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

This contract is divided into lots: No

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

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

- 79112000 - Legal representation services

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

NUTS codes

- UK - United Kingdom

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

The Council is seeking to purchase legal representation. The service will need to provide a high standard of professional service advice and guidance on all matters relating to insurance claims handled by the team. Typical duties will include but not be limited to:

- Provision of general legal advice
- Representing the authority in litigation
- Maintaining a knowledge of issues facing the authority and being prepared to offer legal opinions
- Supporting the development and knowledge of the insurance team.

Regular management information relating to claims settlement and costs will need to be provided.

The insurance team provide support to the Norse Group and as such require coverage across the country.

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

This will be a framework agreement and as such the value above is the potential maximum spend under the framework agreement, but is also not a guarantee of work.

#### **II.3) Estimated date of publication of contract notice**

7 May 2021

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### **Section IV. Procedure**

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

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

The procurement is covered by the Government Procurement Agreement: Yes

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## Section VI. Complementary information

### VI.3) Additional information

We are only seeking expressions of interest at this point and as such, no documentation is available. The procurement will be managed electronically via the council's e-procurement system. To express an interest and automatically receive documentation when it is available, interested parties must first be registered on the system at: <https://in-tendhost.co.uk/norfolkcc>.

Full instructions for registration and use of the system can be found at <https://in-tendhost.co.uk/norfolkcc/asp/BuyerProfiles>.

Once registered you will be able to see the procurement project under the tenders section and express an interest. If you encounter any difficulties whilst using the system you can contact the In-tend support team by phoning +44 8442728810 or emailing: [support@in-tend.co.uk](mailto:support@in-tend.co.uk).