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Tender

## **Insurance Services**

PORTSMOUTH CITY COUNCIL

F02: Contract notice

Notice identifier: 2022/S 000-007463

Procurement identifier (OCID): ocds-h6vhtk-0323c1

Published 18 March 2022, 4:11pm

## **Section I: Contracting authority**

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

PORTSMOUTH CITY COUNCIL

City Council

Portsmouth

PO12BG

### **Contact**

Procurement Service

### **Email**

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

### **Telephone**

+44 2392688235

**Country**

United Kingdom

**NUTS code**

UKJ31 - Portsmouth

**Internet address(es)**

Main address

<https://in-tendhost.co.uk/portsmouthcc.aspx/home>

Buyer's address

<https://in-tendhost.co.uk/portsmouthcc.aspx/home>

**I.3) Communication**

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

<https://in-tendhost.co.uk/portsmouthcc.aspx/home>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<https://in-tendhost.co.uk/portsmouthcc.aspx/home>

**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

Reference number

P00004663

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

- 66510000 - Insurance services

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

Services

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

Portsmouth City Council (the Council) is seeking expressions of interest from suitably qualified suppliers to provide insurance services (excluding broking services) in accordance with the Open Procedure as set out in the Public Contracts Regulations (PCR) 2015.

The opportunity has been split into 9 Lots Bidders are invited to submit bids for any or all lots.

Lot 1 - General Property Insurance - Material Damage

Lot 2 - Commercial Property Insurance - Material Damage

Lot 3 - Liability Insurance

Lot 4 - Motor Fleet

Lot 5 - Engineering Insurance and Inspection

Lot 6 - Personal Accident and Travel

Lot 7 - Fidelity

Lot 8 - Fine Art

Lot 9 - Marine Liability Insurance

Tenders are required on the basis of an initial contract period of 3 years from 30 June 2022 with the option for the Contracting Authority to extend the contract by up to an additional 2 years.

The procurement process will be undertaken in line with the following programme:

- Issue FTS Contract Notice - 18 Mar 2022
- Issue Invitation to Tender - 18 Mar 2022
- ITT Return Deadline - 29 April 2022 at 12:00
- Standstill period - 20 May - 30 May 2022
- Contract Award - 01 Jun 2022
- Service Commencement - 30 June 2022

The Council reserves the right to change the above timetable and Bidders will be notified accordingly where there is a change in the timetable.

Application is via completed tender submission by the deadline stated above via the Council's e-sourcing system InTend which will be used to administrate the procurement process, the system can be accessed free of charge via the web link below:

<https://in-tendhost.co.uk/portsmouthcc.aspx/home>

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

Value excluding VAT: £8,500,000

### **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**

General Property Insurance - Material Damage

Lot No

1

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

- 66515000 - Damage or loss insurance services

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

NUTS codes

- UKJ31 - Portsmouth

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

General Property Insurance - Material Damage

Property Insured (Council Properties - Buildings and Contents)

### **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: £3,200,000

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

Duration in months

36

This contract is subject to renewal

No

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

Variants will be accepted: Yes

## **II.2.11) Information about options**

Options: Yes

Description of options

Tenders are required on the basis of an initial contract period of 3 years from 30 June 2022 with the option for the Contracting Authority to extend the contract by up to an additional 2 years.

## **II.2) Description**

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

Commercial Property Insurance - Material Damage

Lot No

2

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

- 03000000 - Agricultural, farming, fishing, forestry and related products
- 66515000 - Damage or loss insurance services

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

NUTS codes

- UKJ31 - Portsmouth

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

Commercial Property Insurance - Material Damage

All Industrial and Commercial Properties

### **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: £1,140,000

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

Duration in months

36

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: Yes

Description of options

Tenders are required on the basis of an initial contract period of 3 years from 30 June 2022 with the option for the Contracting Authority to extend the contract by up to an additional 2 years.

## **II.2) Description**

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

Liability Insurance

Lot No

3

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

- 66516000 - Liability insurance services

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

NUTS codes

- UKJ31 - Portsmouth

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

Indemnity to the Insured subject to the Limit of Indemnity stated in the Schedule against legal liability to pay Compensation for Bodily Injury sustained by any Employee arising out of and in the course of employment with the Insured in connection with the Business and caused during the Period of Insurance within

(a) Great Britain, Northern Ireland, the Isle of Man or the Channel Islands and offshore installations in territorial waters around Great Britain and its continental shelf

(b) elsewhere in the world where any Employee normally resident in the territories stated in (a) above is temporarily working in connection with the Business.

### **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: £2,210,000

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

Duration in months

36

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: Yes

Description of options

Tenders are required on the basis of an initial contract period of 3 years from 30 June 2022 with the option for the Contracting Authority to extend the contract by up to an additional 2 years.

## **II.2) Description**

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

Motor Fleet

Lot No

4

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

- 66514000 - Freight insurance and Insurance services relating to transport

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

NUTS codes

- UKJ31 - Portsmouth

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

Motor Fleet

Any motor vehicle the property of the policy holder or in their care, custody or control

Employees' own vehicles are excluded unless otherwise stated.

### **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: £240,000

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

Duration in months

36

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: Yes

Description of options

Tenders are required on the basis of an initial contract period of 3 years from 30 June 2022 with the option for the Contracting Authority to extend the contract by up to an additional 2 years.

## **II.2) Description**

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

Engineering Insurance and Inspection

Lot No

5

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

- 66519000 - Engineering, auxiliary, average, loss, actuarial and salvage insurance services

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

NUTS codes

- UKJ31 - Portsmouth

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

Engineering Insurance and Inspection

This policy provides for Inspection and Insurance of the Plant as detailed in the Plant schedules given in the ITT document.

### **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: £700,000

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

Duration in months

36

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: Yes

## Description of options

Tenders are required on the basis of an initial contract period of 3 years from 30 June 2022 with the option for the Contracting Authority to extend the contract by up to an additional 2 years.

## **II.2) Description**

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

Personal Accident / Business Travel

Lot No

6

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

- 66512000 - Accident and health insurance services

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

NUTS codes

- UKJ31 - Portsmouth

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

Personal Accident Cover/Business Travel

If within the Operative Time an Insured Person sustains a Bodily Injury the Insurer shall pay a benefit to the Insured in accordance with the Sum Insured shown in the specification subject to any appropriate policy limits.

### **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: £70,000

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

Duration in months

36

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: Yes

Description of options

Tenders are required on the basis of an initial contract period of 3 years from 30 June 2022 with the option for the Contracting Authority to extend the contract by up to an additional 2 years.

## **II.2) Description**

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

Fidelity Guarantee

Lot No

7

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

- 66510000 - Insurance services

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

NUTS codes

- UKJ31 - Portsmouth

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

Fidelity Guarantee

Cover

Employee Dishonesty

Indemnity to the Insured for loss of money and/or other property as a direct result of any act of fraud or dishonesty committed by any employee during the policy period, or discovered within 24 months following cancellation or termination of the policy, with the intent to (i) cause the Insured to sustain such loss and (ii) obtain financial benefit for the employee or for any other person or entity intended by the employee to receive such benefit.

Third Party Computer or Funds Transfer Fraud

Indemnity to the Insured following theft of money and/or other property by computer fraud, or the theft of the Insured's funds from their funds transfer account at any financial institution through the communication of fraudulent transfer instructions.

## **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: £100,000

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

Duration in months

36

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: Yes

Description of options

Tenders are required on the basis of an initial contract period of 3 years from 30 June 2022 with the option for the Contracting Authority to extend the contract by up to an additional 2 years.

## **II.2) Description**

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

Fine Art

Lot No

8

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

- 66515000 - Damage or loss insurance services

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

NUTS codes

- UKJ31 - Portsmouth

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

Description of Cover

Fine arts and collectible objects of every description Including but not limited to paintings, drawings, prints, rare books and manuscripts, rugs, tapestries, etchings, photographs. numismatic objects, jewellery, sculpture, ceramics, video, artwork and other bona-fide works of art, or rarity, historic value, or artistic merit, property offered as gifts or for sale or while awaiting acceptance by the Insured, the Insured's Interest in residuary gifts and jointly owned property, property of others, meaning property loaned. Leased, rented or consigned or otherwise made available to the Insured, on a "wall to wall" basis, any other property of a

fine art or collectable nature as more fully described above that the Insured has agreed to insure or assumed responsibility for either contractually or otherwise, all property including but not limited to frames, packing crates, installation and re Installation material, and technical equipment including video monitors, projectors, EDP hardware and software of a non-artistic value used in association with, or as part of exhibit used in direct association with an installation or exhibition, the Insured's reference library including but not limited to portfolios, books, exhibition catalogues, manuscripts, letters, documents, slides, photographs, negatives, videos and computer data.

### **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: £130,000

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

Duration in months

36

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: Yes

Description of options

Tenders are required on the basis of an initial contract period of 3 years from 30 June 2022 with the option for the Contracting Authority to extend the contract by up to an additional 2 years.



## **II.2) Description**

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

Marine Primary Liability

Lot No

9

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

- 66510000 - Insurance services

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

NUTS codes

- UKJ31 - Portsmouth

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

To cover the Assured's legal and or contractual liability arising in connection with the Assureds activities as the statutory competent authority for Portsmouth International Port in respect of:

Section A) - Legal and Contractual Liability.

Section B) - Removal of Wreck including loss of revenue.

Section C) - Clean-up Costs

### **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: £640,000

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

Duration in months

36

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: Yes

Description of options

Tenders are required on the basis of an initial contract period of 3 years from 30 June 2022 with the option for the Contracting Authority to extend the contract by up to an additional 2 years.

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

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

#### **III.1.1) Suitability to pursue the professional activity, including requirements relating to enrolment on professional or trade registers**

List and brief description of conditions

As described in the invitation to tender documentation

#### **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

### **III.2) Conditions related to the contract**

#### **III.2.2) Contract performance conditions**

As described in the invitation to tender documentation

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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**

Date

29 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

29 April 2022

Local time

12:01pm

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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: Further notices to be published March 2025 if extension option not taken up

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

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

The High Court of Justice

The Strand

London

WC2A 2LL

Country

United Kingdom

Internet address

<https://www.justice.gov.uk/>