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Tender

Commerical Insurance Services

The Mill Academy

F02: Contract notice

Notice identifier: 2022/S 000-008344

Procurement identifier (OCID): ocds-h6vhtk-032732

Published 29 March 2022, 9:07am

Section I: Contracting authority

I.1) Name and addresses

The Mill Academy

The Henry Box School, Church Green

Witney

OX28 4AX

Contact

Miss N J Stretton

Email

nstretton@henrybox.oxon.sch.uk

Telephone

+44 1993848106

Country

United Kingdom

NUTS code

UKJ14 - Oxfordshire

Internet address(es)

Main address

www.millacademy.co.uk

Buyer's address

https://www.mytenders.co.uk/search/Search_AuthProfile.aspx?ID=AA39469

I.3) Communication

Access to the procurement documents is restricted. Further information can be obtained at

www.millacademy.co.uk

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted to the following address:

The MILL Academy

Church Green

Witney

OX28 4AX

Contact

Miss NJ Stretton

Email

nstretton@henrybox.oxon.sch.uk

Telephone

+44 1993848106

Country

United Kingdom

NUTS code

UKJ14 - Oxfordshire

Internet address(es)

Main address

www.millacademy.co.uk

I.4) Type of the contracting authority

Body governed by public law

I.5) Main activity

Education

Section II: Object

II.1) Scope of the procurement

II.1.1) Title

Commerical Insurance Services

II.1.2) Main CPV code

- 66510000 - Insurance services

II.1.3) Type of contract

Services

II.1.4) Short description

The successful tenderer will provide insurance services to The MILL Academy for 4 years with an option for an extension of 2 further years. The MILL Academy currently consists of

three schools: The Henry Box School, OX28 4AX; Queen Emma's Primary School, OX28 5JW; Finstock Church of England Primary School, OX7 3BN

II.1.5) Estimated total value

Value excluding VAT: £250,000

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

- UKJ14 - Oxfordshire

Main site or place of performance

The MILL Academy Oxfordshire OX28 4AX

II.2.4) Description of the procurement

The MILL Academy requires provision of range of insurance services to a school Trust comprising 1 secondary school and 2 primary schools

II.2.5) Award criteria

Quality criterion - Name: Value added services / Weighting: 5

Quality criterion - Name: Expertise and experience / Weighting: 15

Price - Weighting: 80

II.2.6) Estimated value

Value excluding VAT: £250,000

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

Start date

1 June 2022

End date

31 May 2026

This contract is subject to renewal

Yes

Description of renewals

Option to extend for a further 2 years or 24 months after the end of the original 4-year term

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 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

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: [2017/S 075-145125](#)

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

Date

29 April 2022

Local time

2:00pm

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

English

IV.2.6) Minimum time frame during which the tenderer must maintain the tender

Duration in months: 2 (from the date stated for receipt of tender)

IV.2.7) Conditions for opening of tenders

Date

29 April 2022

Local time

2:00pm

Place

The MILL Academy, Church Green, Witney, OX28 4AX

Information about authorised persons and opening procedure

Reserved unopened by Mrs T Parsons, Finance Manager until the date and time for opening. Tenders will be opened in the presence of Mrs Parsons and one other finance team member, recorded and signed on a tender schedule

Section VI. Complementary information

VI.1) Information about recurrence

This is a recurrent procurement: No

VI.2) Information about electronic workflows

Electronic ordering will be used

Electronic invoicing will be accepted

Electronic payment will be used

VI.3) Additional information

It will be the Tenderer's responsibility to obtain any necessary documents in order to submit a response by the closing date and time. The contracting authority reserves the right not to award any or part of the contract which is the subject of this notice and reserves the right to terminate the procurement process at any time. The contracting authority will not be liable for any costs incurred by those expressing an interest in tendering for this contract opportunity.

(MT Ref:225854)

VI.4) Procedures for review

VI.4.1) Review body

Public Procurement Review Service

Cabinet Office

London

Email

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>