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Tender

## **Provision of Motor Fleet Insurance and related Services to Paradigm Housing Group Ltd**

Paradigm Housing Group Ltd

F02: Contract notice

Notice identifier: 2021/S 000-009456

Procurement identifier (OCID): ocds-h6vhtk-02ac61

Published 30 April 2021, 4:25pm

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

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

Paradigm Housing Group Ltd

1 Glory Park Avenue

Wooburn Green

HP10 0DF

#### **Contact**

Our Consultant for this Project Gibbs Laidler Consulting LLP

#### **Email**

[jeremy.flint@gibbslaidler.co.uk](mailto:jeremy.flint@gibbslaidler.co.uk)

#### **Telephone**

+44 1959562242

#### **Country**

United Kingdom

**NUTS code**

UKJ13 - Buckinghamshire CC

**Internet address(es)**

Main address

[www.paradigmhousing.co.uk](http://www.paradigmhousing.co.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-Wooburn-Green:-Insurance-services./9TPJGY7B5J>

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**

Body governed by public law

**I.5) Main activity**

Housing and community amenities

## **Section II: Object**

### **II.1) Scope of the procurement**

#### **II.1.1) Title**

Provision of Motor Fleet Insurance and related Services to Paradigm Housing Group Ltd

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

- 66510000 - Insurance services

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

Services

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

Motor fleet Insurance and related services, as required by Paradigm Housing Group Ltd

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

Value excluding VAT: £300,000

#### **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
- 66514110 - Motor vehicle insurance services
- 66516100 - Motor vehicle liability insurance services
- 66518000 - Insurance brokerage and agency services
- 66518300 - Insurance claims adjustment services

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

NUTS codes

- UKJ13 - Buckinghamshire CC

Main site or place of performance

Buckinghamshire CC

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

A programme of Motor Fleet insurance and related services for Paradigm Housing Group Ltd. The programme will require Insurance cover and related services for risks that may include Motor vehicle accidental damage, fire, theft and windscreen/glass breakage, motor Legal Expenses and Occasional Business use.

#### **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: £300,000

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

Start date

17 September 2021

End date

16 September 2024

This contract is subject to renewal

Yes

Description of renewals

Paradigm Housing Group will consider entering into Long term agreements with the bidder and/or the risk carriers proposed by the bidder, for 3 years (or 3 periods of insurance), with the option to extend the award period by up to 2 further years, subject to satisfactory service, performance and cost.

#### **II.2.9) Information about the limits on the number of candidates to be invited**

Envisaged minimum number: 3

Maximum number: 7

Objective criteria for choosing the limited number of candidates:

This will be a two stage process, including a SQ (Selection Questionnaire) stage. Bidders failing to meet certain required minimum standards at selection (SQ) stage will be rejected. Bidders meeting the required standards at SQ stage will be ranked according to the highest score achieved

and maybe rejected in reverse order to achieve our maximum number of operators for the ITT stage.

Selection criteria for the SQ stage are summarised in this Contract Notice but will be more fully stated in the SQ documentation.

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

Variants will be accepted: No

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

Options: Yes

Description of options

Paradigm Housing Group Ltd will consider entering into long term agreements with the bidder and/or the bidder's proposed Risk carriers for 3 years (or 3 periods of insurance), with an option to extend the Award period subject to service, performance and cost.

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

List and brief description of conditions

Potential suppliers will be required to provide an overview of services provided to property owners, public sector organisations, social landlords or other relevant organisations over the past 5 years, plus details of 3 clients currently receiving similar services.

Potential suppliers will be required to evidence permissions by the FCA, PRA or other appropriate regulatory authority indicating the types of insurance/service the bidder is authorised to arrange or provide.

#### **III.1.2) Economic and financial standing**

List and brief description of selection criteria

The tender documents will require providers to produce financial information in relation to the type of services offered, including but not limited to 3 years reports and accounts.

Minimum level(s) of standards possibly required

The financial ability to deliver the programme, including insurers with a minimum Rating of 'BBB' from Standard and Poor, 'B++' from A M best, or an equivalent rating by an independent and reputable credit rating agency and approved by the bidder's market security committee. In the case of any rating less than A- at the ITT stage, Paradigm Housing Group Ltd will evaluate and accept or reject the nominated insurer(s) at its sole discretion, subject to disclosure and acceptance prior to the bid deadline of the bidder's market security committee's latest report, including written recommendation from the bidder's market security committee.

#### **III.1.3) Technical and professional ability**

List and brief description of selection criteria

The tender documents will require providers to detail their relevant professional experience, resource, skills, qualifications and quality control practices.

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

#### **III.2.1) Information about a particular profession**

Execution of the service is reserved to a particular profession

Reference to the relevant law, regulation or administrative provision

For Insurance services, Insurers authorised under the Financial services and Markets Act 2000, Insurance Companies Act 1982 (and any other statutory modifications thereof) and regulated by the Prudential Regulation Authority, UK Financial conduct authority, or equivalent in another member state of the European economic area. Insurance Brokers registered with and regulated by the Financial Conduct Authority.

### **III.2.3) Information about staff responsible for the performance of the contract**

Obligation to indicate the names and professional qualifications of the staff assigned to performing the contract

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## **Section IV. Procedure**

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

#### **IV.1.1) Type of procedure**

Competitive procedure with negotiation

#### **IV.1.4) Information about reduction of the number of solutions or tenders during negotiation or dialogue**

Recourse to staged procedure to gradually reduce the number of solutions to be discussed or tenders to be negotiated

#### **IV.1.5) Information about negotiation**

The contracting authority reserves the right to award the contract on the basis of the initial tenders without conducting negotiations

#### **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

4 June 2021

Local time

1:00pm

**IV.2.3) Estimated date of dispatch of invitations to tender or to participate to selected candidates**

11 June 2021

**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**

Tender must be valid until: 17 September 2021

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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: Between 3 or 5 years from the date of this Notice.

**VI.2) Information about electronic workflows**

Electronic invoicing will be accepted

Electronic payment will be used

**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://gibbslaidler.delta-esourcing.com/tenders/UK-UK-Wooburn-Green:-Insurance->



[services./9TPJGY7B5J](https://gibbslaidler.delta-esourcing.com/respond/9TPJGY7B5J)

To respond to this opportunity, please click here:

<https://gibbslaidler.delta-esourcing.com/respond/9TPJGY7B5J>

GO Reference: GO-2021430-PRO-18177470

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

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

The High Court of England and Wales

London

Country

United Kingdom

### **VI.4.3) Review procedure**

Precise information on deadline(s) for review procedures

The Contracting Authority will enter into this contract following a 10 calendar day standstill period starting on the day after the notification of the result. The Public Contracts Regulations 2015 provide for aggrieved parties who have been harmed or who are at risk of harm by a breach of the Regulations to bring proceedings in the High Court.

Any such proceedings must be brought within the limitation period specified by the Regulations according to the remedy sought.

### **VI.4.4) Service from which information about the review procedure may be obtained**

The Cabinet Office

London

Country

United Kingdom