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Tender

## **YPO - 001160 - Insurance brokerage and associated services II**

YPO

ESPO

NEPO

F02: Contract notice

Notice identifier: 2023/S 000-010100

Procurement identifier (OCID): ocds-h6vhtk-03bd29

Published 6 April 2023, 10:46am

The closing date and time has been changed to:

**17 May 2023, 2:00pm**

See the [change notice](#).

## **Section I: Contracting authority**

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

YPO

41 Industrial Park

Wakefield

WF2 0XE

### **Contact**

Contracts Team

**Email**

[Contracts@ypo.co.uk](mailto:Contracts@ypo.co.uk)

**Telephone**

+44 01924664685

**Country**

United Kingdom

**Region code**

UK - United Kingdom

**Internet address(es)**

Main address

<http://www.ypo.co.uk/>

Buyer's address

<https://procontract.due-north.com/register?ReadForm>

**I.1) Name and addresses**

ESPO

Barnsdale Way

Enderby, Leicester

LE19 1ES

**Email**

[r.skelton@espo.org](mailto:r.skelton@espo.org)

**Country**

United Kingdom

**Region code**

UKF21 - Leicester

**Internet address(es)**

Main address

<https://www.espo.org/>

**I.1) Name and addresses**

NEPO

Norther Design Centre, Abbots Hill

Gateshead

NE8 3DF

**Email**

[carl.telford@nepo.org](mailto:carl.telford@nepo.org)

**Country**

United Kingdom

**Region code**

UKC22 - Tyneside

**Internet address(es)**

Main address

<https://www.nepo.org/>

**I.2) Information about joint procurement**

The contract involves joint procurement

The contract is awarded by a central purchasing body

### **I.3) Communication**

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

<https://procontract.due-north.com/register?ReadForm>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<https://procontract.due-north.com/register?ReadForm>

### **I.4) Type of the contracting authority**

Body governed by public law

### **I.5) Main activity**

General public services

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## **Section II: Object**

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

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

YPO - 001160 - Insurance brokerage and associated services II

Reference number

001160

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

- 66000000 - Financial and insurance services

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

Services

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

YPO are looking for Providers to be appointed onto a Framework Agreement for the supply of insurance brokerage service provision and associated services for use across the whole Public Sectors. This Framework is designed to meet the needs of YPO and Other Contracting Authorities by establishing an agreement where the end Customer will place the order with the Provider and the Provider delivered direct to the end Customer.

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

Value excluding VAT: £8,000,000

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

This contract is divided into lots: No

## **II.2) Description**

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

- 66518000 - Insurance brokerage and agency services

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

NUTS codes

- UK - United Kingdom

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

This Framework is for the supply of Insurance Brokerage provision and Associated Services to allow a Contracting Authority to appoint one chosen Insurance Broker as their representative on matters relating to insurance.

This opportunity relates to the provision of insurance brokerage and associated services which includes but is not limited to:

- the provision of advice and recommendation on a range of insurance covers
- the design or assistance with the design of insurance programme;
- the procurement or assistance in the procurement of the required insurance covers and the completion of the insurance placement; and

- the provision of consultancy on a wide range of associated services

### **II.2.5) Award criteria**

Quality criterion - Name: Quality / Weighting: 60%

Quality criterion - Name: Social Value/Sustainability / Weighting: 10%

Cost criterion - Name: Cost / Weighting: 30%

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

Start date

5 July 2023

End date

4 July 2027

This contract is subject to renewal

Yes

Description of renewals

There is a possibility that this Framework will be subject to renewal after 3.5 years from the commencement date

### **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

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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

Organisations must ensure that they are not in breach of any of the mandatory or discretionary exclusions contained in Regulation 57 of the Public Contracts Regulations 2015. Please refer to the Tender Documentation/Online Tender located on our E-Procurement system. The web address can be found under 'Procurement Documents' in the 'Communication' section of this notice.

#### **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**

Please refer to the Framework Agreement Terms and Conditions located in our E-Procurement system. The web address can be found under 'Procurement Documents' in the 'Communication' Section in this notice.

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## **Section IV. Procedure**

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

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

Open procedure

#### **IV.1.3) Information about a framework agreement or a dynamic purchasing system**

The procurement involves the establishment of a framework agreement

Framework agreement with several operators

In the case of framework agreements, provide justification for any duration exceeding 4 years:

#### **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**

Originally published as:

Date

15 May 2023

Local time

2:00pm

Changed to:

Date

17 May 2023

Local time



2:00pm

See the [change notice](#).

**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: 3 (from the date stated for receipt of tender)

**IV.2.7) Conditions for opening of tenders**

Date

15 May 2023

Local time

2:00pm

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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: There is a possibility that this Framework will be subject to renewal after 3.5 years from the commencement date

### VI.3) Additional information

YPO are purchasing on behalf of other contracting authorities. Please see the below link for details: <https://www.ypo.co.uk/about/customers/permissible-users>

<https://www.nepo.org/associate-membership/permissible-users>

<https://www.espo.org/faqs-about-espo>

YPO will incorporate a standstill period at the point of notification of the award of the contract is provided to all bidders. The standstill period will be for a minimum of 10 calendar days and provides time for unsuccessful tenderers to challenge the award decision before the contract is entered into. The Public Contract Regulations 2015 provide for aggrieved parties who have been harmed or are at risk of harm by a breach of the rules to take action in the High Court (England, Wales and Northern Ireland).

### VI.4) Procedures for review

#### VI.4.1) Review body

High Court of England and Wales

London

Country

United Kingdom