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Tender

Student Block Insurance

University Of Edinburgh

F02: Contract notice

Notice identifier: 2021/S 000-010511

Procurement identifier (OCID): ocds-h6vhtk-02b080

Published 13 May 2021, 10:14am

Section I: Contracting authority

I.1) Name and addresses

University Of Edinburgh

Charles Stewart House, 9-16 Chambers Street

Edinburgh

EH1 1HT

Contact

Antonia

Email

antonia.hynd@ed.ac.uk

Telephone

+44 1316502508

Country

United Kingdom

NUTS code

UKM75 - Edinburgh, City of

Internet address(es)

Main address

<http://www.ed.ac.uk/schools-departments/procurement/supplying>

Buyer's address

https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA00107

I.3) Communication

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

<https://www.publictendersscotland.publiccontractsscotland.gov.uk>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<https://www.publictendersscotland.publiccontractsscotland.gov.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

Student Block Insurance

Reference number

EC0944

II.1.2) Main CPV code

- 66510000 - Insurance services

II.1.3) Type of contract

Services

II.1.4) Short description

Student Block Insurance

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

- UKM75 - Edinburgh, City of

II.2.4) Description of the procurement

Student Block Insurance for 10,000 beds

II.2.5) Award criteria

Quality criterion - Name: Quality / Weighting: 70

Price - Weighting: 30

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

Duration in months

36

This contract is subject to renewal

Yes

Description of renewals

2 x 12 months extensions are available at the University's discretion

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

List and brief description of conditions

Regulation by the Financial Conduct Authority or equivalent.

III.1.2) Economic and financial standing

Minimum level(s) of standards possibly required

Bidders must be of sound economic standing to be able to fulfil contractual requirements if appointed. Bidders must submit their 2 most recent sets of audited accounts including (i) balance sheets and (ii) profit and loss information.

Bidders must also hold (or commit to obtain before commencement of the Framework Agreement) the following levels of insurance:

Employers liability – GBP 5 million or statutory minimum in country of domicile

III.1.3) Technical and professional ability

List and brief description of selection criteria

Bidders will be required to demonstrate their capability to undertake this work by submitting short descriptions of TWO similar contracts they have successfully delivered within the past 3 years. Case studies submitted must clearly demonstrate that the clients had/have similar or equivalent insurance needs to those of the University of Edinburgh in this tendering processes. Please state as a minimum the following:

- Name of Client
- Nature and extent of Insurance Cover provided
- Value of annual premium
- Value Added to the University

- Date and duration of Contract

Bidders response should be a maximum of 1 x side A4 (Arial 12 Font) Please attach the response separately as a pdf document and entitle as follows: "Case Studies + your firm's name"

III.2) Conditions related to the contract

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

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

18 June 2021

Local time

12:00pm

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

Tender must be valid until: 10 September 2021

IV.2.7) Conditions for opening of tenders

Date

18 June 2021

Local time

12:00pm

Section VI. Complementary information

VI.1) Information about recurrence

This is a recurrent procurement: Yes

Estimated timing for further notices to be published: In the next 3 to 5 years

VI.3) Additional information

The buyer is using PCS-Tender to conduct this ITT exercise. The Project code is 18671. For more information see:

<http://www.publiccontractsscotland.gov.uk/info/InfoCentre.aspx?ID=2343>

(SC Ref:652345)

VI.4) Procedures for review

VI.4.1) Review body

Edinburgh Sheriff Court

Sheriff Court House, 27 Chambers Street

Edinburgh

Country

United Kingdom