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Tender

## **LUV01176 - Insurance Services**

University of Leicester

F02: Contract notice

Notice identifier: 2024/S 000-011395

Procurement identifier (OCID): ocds-h6vhtk-045090

Published 9 April 2024, 10:05am

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

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

University of Leicester

University of Leicester, University Road, Leicester

Leicester

LE1 7RH

#### **Contact**

Stewart Brewer

#### **Email**

[sab88@le.ac.uk](mailto:sab88@le.ac.uk)

#### **Telephone**

+44 1162525205

#### **Country**

United Kingdom

**Region code**

UKF21 - Leicester

**National registration number**

United Kingdom

**Internet address(es)**

Main address

<https://universityofleicester.delta-esourcing.com/>

Buyer's address

<https://le.ac.uk/>

**I.3) Communication**

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

<https://www.delta-esourcing.com/>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<https://www.delta-esourcing.com>

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

University of Leicester

University of Leicester, University Road, Leicester

Leicester

LE1 7RH

**Contact**

Stewart Brewer

**Email**

[sab88@le.ac.uk](mailto:sab88@le.ac.uk)

**Telephone**

+44 1162525205

**Country**

United Kingdom

**Region code**

UKF21 - Leicester

**National registration number**

RC000659

**Internet address(es)**

Main address

<https://www.delta-esourcing.com/>

Buyer's address

<https://le.ac.uk/>

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

Body governed by public law

**I.5) Main activity**

Education

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## **Section II: Object**

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

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

LUV01176 - Insurance Services

Reference number

LUV01176

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

- 66510000 - Insurance services

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

Services

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

University of Leicester tender for insurance classes (Lotted): Combined Liability (Primary Layer), Excess Liability, Motor Fleet, PA and Travel, Terrorism, Computers, Engineering (Insurance and Inspection). Contract Term expectation is 5 years (3 + 2 Years)

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

Value excluding VAT: £1,953,490

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

This contract is divided into lots: Yes

Tenders may be submitted for all lots

The contracting authority reserves the right to award contracts combining the following lots or groups of lots:

Lot 1 Combined Liability (Primary Layer)

Lot 2 Excess Liability

Lot 3 Motor Fleet

Lot 4 PA and Travel

Lot 5 Terrorism

Lot 6 Computers

Lot 7 Engineering (Insurance and Inspection)

## **II.2) Description**

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

Lot 1 – Combined Liability – Primary Layer

Lot No

1

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

- 66510000 - Insurance services

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

NUTS codes

- UKF21 - Leicester

Main site or place of performance

Leicester

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

Lot 1 – Combined Liability – Primary Layer

### **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: £741,740

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

Duration in months

60

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: 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

### **II.2) Description**

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

Lot 2 – Excess Liability

Lot No

2

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

- 66510000 - Insurance services

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

NUTS codes

- UKF21 - Leicester

Main site or place of performance

Leicester

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

Lot 2 – Excess Liability

**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: £83,850

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

Duration in months

60

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: 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

**II.2) Description**

**II.2.1) Title**

Lot 3 – Motor fleet

Lot No

3

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

- 66510000 - Insurance services

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

NUTS codes

- UKF21 - Leicester

Main site or place of performance

Leicester

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

Lot 3 – Motor fleet

### **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: £157,275

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

Duration in months

60

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: 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

## **II.2) Description**

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

Lot 4 – PA & Travel

Lot No

4

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

- 66510000 - Insurance services

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

NUTS codes

- UKF21 - Leicester

Main site or place of performance

Leicester

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

Lot 4 – PA & Travel

### **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: £214,570

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

Duration in months

60

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: 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

### **II.2) Description**

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

Lot 5 – Terrorism

Lot No

5

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

- 66510000 - Insurance services

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

NUTS codes

- UKF21 - Leicester

Main site or place of performance

Leicester

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

Lot 5 – Terrorism

#### **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: £420,125

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

Duration in months

60

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: 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

### **II.2) Description**

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

Lot 6 – Computers

Lot No

6

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

- 66510000 - Insurance services

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

NUTS codes

- UKF21 - Leicester

Main site or place of performance

Leicester

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

Lot 6 – Computers

#### **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: £12,515

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

Duration in months

60

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: 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

### **II.2) Description**

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

Lot 7 – Engineering (Insurance & Inspection)

Lot No

7

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

- 66510000 - Insurance services

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

NUTS codes

- UKF21 - Leicester

Main site or place of performance

Leicester

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

Lot 7 – Engineering (Insurance & Inspection)

### **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: £9,323,415

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

Duration in months

60

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: 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

Insurers/underwriters/mutual associations. This tender is open to insurance companies who are licensed to provide the insurance cover required either in the UK or in the EU Member State of domicile. Insurers must be authorised by the UK Financial Conduct Authority or equivalent. Insurers must be authorised to carry out business in the relevant classes of insurance listed in II.2. Discretionary mutuals must evidence capacity, security and any reinsurance arrangements necessary to underwrite the institutions risks.

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

Execution of the service is reserved to a particular profession

Reference to the relevant law, regulation or administrative provision

Insurers/underwriters/mutual associations. This tender is open to insurance companies who are licensed to provide the insurance cover required either in the UK or in the EU Member State of domicile. Insurers must be authorised by the UK Financial Conduct Authority or equivalent. Insurers must be authorised to carry out business in the relevant classes of insurance listed in II.2. Discretionary mutuals must evidence capacity, security and any reinsurance arrangements necessary to underwrite the institutions risks.

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

To respond to this opportunity please click here: <https://www.delta-esourcing.com/respond/4SAV9Q9F53>

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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.2.1) Previous publication concerning this procedure**

Notice number: [2019/S 096-232120](#)

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

Date

24 May 2024

Local time

5:00pm

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

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

Date

27 May 2024

Local time

9:00am



Place

Leicester

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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: April 2029

### **VI.3) Additional information**

For more information about this opportunity, please visit the Delta eSourcing portal at:

<https://www.delta-esourcing.com/tenders/UK-UK-Leicester:-Insurance-services./4SAV9Q9F53>

To respond to this opportunity, please click here:

<https://www.delta-esourcing.com/respond/4SAV9Q9F53>

GO Reference: GO-202449-PRO-25724494

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

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

University of Leicester

University of Leicester, University Road, Leicester

Leicester

LE1 7RH

Email

[sab88@le.ac.uk](mailto:sab88@le.ac.uk)

Telephone

+44 1162525205

Country

United Kingdom

Internet address

<https://le.ac.uk/>

#### **VI.4.2) Body responsible for mediation procedures**

University of Leicester

University of Leicester, University Road, Leicester

Leicester

LE1 7RH

Email

[sab88@le.ac.uk](mailto:sab88@le.ac.uk)

Telephone

+44 1162525205

Country

United Kingdom

Internet address

<https://le.ac.uk/>

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

Precise information on deadline(s) for review procedures

In accordance with Regulation 86 and 87 of the of the Public Contracts Regulations 2015, this contracting authority will incorporate a minimum of 10 calendar days standstill period from the day information on the award of the contract is communicated to tenderers. The Public Contracts Regulations provide for aggrieved parties who have been harmed or are at risk of harm by breach of the rules to take action in the High court (England, Wales and

Northern Ireland).

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

High Court of England and Wales

Strand

London

WC2A 2LL

Telephone

+44 2079476000

Country

United Kingdom

Internet address

<https://courtribunalfinder.service.gov.uk/courts/royal-courts-of-justice>