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Tender

## **Provision of Insurance Cover for South Oxfordshire District Council and Vale of White Horse District Council (excluding Broker Services)**

South Oxfordshire District Council  
Vale of White Horse District Council

F02: Contract notice

Notice identifier: 2021/S 000-011876

Procurement identifier (OCID): ocds-h6vhtk-02b5d6

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

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

South Oxfordshire District Council

135 Eastern Avenue, Milton Park, Milton

ABINGDON

OX14 4SB

#### **Contact**

Mrs Angela Cox

#### **Email**

[procurement@southandvale.gov.uk](mailto:procurement@southandvale.gov.uk)

#### **Telephone**

+44 7761329169

**Country**

United Kingdom

**NUTS code**

UKJ14 - Oxfordshire

**Internet address(es)**

Main address

<http://www.southoxon.gov.uk>

Buyer's address

<https://www.businessportal.southeastiep.gov.uk>

**I.1) Name and addresses**

Vale of White Horse District Council

135 Eastern Avenue, Milton Park, Milton

Abingdon

OX14 4SB

**Contact**

Angela Cox

**Email**

[procurement@southandvale.gov.uk](mailto:procurement@southandvale.gov.uk)

**Telephone**

+44 7761329169

**Country**

United Kingdom

**NUTS code**

UKJ14 - Oxfordshire

**Internet address(es)**

Main address

[www.whitehorsedc.gov.uk](http://www.whitehorsedc.gov.uk)

Buyer's address

<https://www.businessportal.southeastiep.gov.uk>

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

The contract involves joint procurement

**I.3) Communication**

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

<https://procontract.due-north.com/Opportunities/Index?p=08800155-5442-e511-80ed-000c29c9ba21&v=1>

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/Opportunities/Index?p=08800155-5442-e511-80ed-000c29c9ba21&v=1>

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

Regional or local authority

**I.5) Main activity**

General public services

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## **Section II: Object**

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

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

Provision of Insurance Cover for South Oxfordshire District Council and Vale of White Horse District Council (excluding Broker Services)

Reference number

DN546591

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

- 66512100 - Accident insurance services

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

Services

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

The councils require insurance cover for the next 5 years.

The cover required for both contracting authorities is

Material Damage, including General Properties, Business Interruption, All Risks, Money, Computers and Contract Works.

With Vale of White Horse only requiring a Motor Fleet policy

Please see tender documents for further information

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

This contract is divided into lots: Yes

Tenders may be submitted for all lots

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

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

Material Damage

Lot No

1

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

- 66513200 - Contractor's all-risk insurance services
- 66515200 - Property insurance services
- 66515411 - Pecuniary loss insurance services

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

NUTS codes

- UKJ14 - Oxfordshire

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

Each Contracting Authority require Material Damage cover incorporating General Properties, Business Interruption - Additional Expenditure, All Risks, Money, Computers and Contract Works.

Please note given the sharing of services it will be the intention to appoint a single supplier per lot for both Contracting Authorities.

Please see procurement documents for further information regarding lots.

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

Price is not the only award criterion and all criteria are stated only in the procurement documents

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

Duration in months

60

This contract is subject to renewal

Yes

Description of renewals

The requirement will be subject to renewal prior to the expiry of any contracts awarded

under this process.

### **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**

Commercial/Industrial Properties

Lot No

2

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

- 66513200 - Contractor's all-risk insurance services
- 66515200 - Property insurance services
- 66515411 - Pecuniary loss insurance services

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

NUTS codes

- UKJ14 - Oxfordshire

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

The contracting authorities require cover for Commercial/Industrial properties incorporating Commercial & Industrial Properties, Business Interruption - Loss of Rent

Please note given the sharing of services it will be the intention to appoint a single supplier per lot for both Contracting Authorities.

Please see procurement documents for further information regarding lots.

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

Price is not the only award criterion and all criteria are stated only in the procurement documents

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

Duration in months

60

This contract is subject to renewal

Yes

Description of renewals

The requirement will be subject to renewal prior to the expiry of any contracts awarded under this process.

### **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**

Casualty

Lot No

3

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

- 66516400 - General liability insurance services

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

NUTS codes

- UKJ14 - Oxfordshire

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

The contracting authorities require cover for Casualty incorporating Employers Liability, Public & Products Liability, Officials Indemnity, Land Charges, Libel and Slander, Professional Indemnity, Hirers Liability

Please note given the sharing of services it will be the intention to appoint a single supplier per lot for both Contracting Authorities.

Please see procurement documents for further information regarding lots.

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

Price is not the only award criterion and all criteria are stated only in the procurement documents

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

Duration in months

60

This contract is subject to renewal

Yes

Description of renewals

The requirement will be subject to renewal prior to the expiry of any contracts awarded under this process.

## **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**

Engineering Services

Lot No

4

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

- 66519200 - Engineering insurance services

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

NUTS codes

- UKJ14 - Oxfordshire

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

The contracting authorities require cover for Engineering Services incorporating Engineering Insurance, Engineering Inspection Services, Engineering Business Interruption

Please note given the sharing of services it will be the intention to appoint a single supplier per lot for both Contracting Authorities.

Please see procurement documents for further information regarding lots.

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

Price is not the only award criterion and all criteria are stated only in the procurement documents

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

Duration in months

60

This contract is subject to renewal

Yes

Description of renewals

The requirement will be subject to renewal prior to the expiry of any contracts awarded under this process.

### **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**

Fidelity Guarantee

Lot No

5

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

- 66513000 - Legal insurance and all-risk insurance services

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

NUTS codes

- UKJ14 - Oxfordshire

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

The contracting authorities require cover for Fidelity Guarantee.

Please note given the sharing of services it will be the intention to appoint a single supplier per lot for both Contracting Authorities.

Please see procurement documents for further information regarding lots.

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

Price is not the only award criterion and all criteria are stated only in the procurement documents

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

Duration in months

60

This contract is subject to renewal

Yes

Description of renewals

The requirement will be subject to renewal prior to the expiry of any contracts awarded under this process.

### **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**

Personal Accident

Lot No

6

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

- 66512000 - Accident and health insurance services
- 66512100 - Accident insurance services

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

NUTS codes

- UKJ14 - Oxfordshire

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

The contracting authorities require cover for Personal Accident

Please note given the sharing of services it will be the intention to appoint a single supplier per lot for both Contracting Authorities.

Please see procurement documents for further information regarding lots.

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

Price is not the only award criterion and all criteria are stated only in the procurement documents

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

Duration in months

60

This contract is subject to renewal

Yes

Description of renewals

The requirement will be subject to renewal prior to the expiry of any contracts awarded under this process.

### **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**

Motor Fleet (Vale of White Horse Only)

Lot No

7

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

- 66516100 - Motor vehicle liability insurance services
- 66516400 - General liability insurance services
- 66516500 - Professional liability insurance services

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

NUTS codes

- UKJ14 - Oxfordshire

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

Vale of White Horse District Council are the only council to require motor fleet cover.

Please see procurement documents for further information regarding lots.

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

Price is not the only award criterion and all criteria are stated only in the procurement documents

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

Duration in months

60

This contract is subject to renewal

Yes

Description of renewals

The requirement will be subject to renewal prior to the expiry of any contracts awarded under this process.

## **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 No

8

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

- 66000000 - Financial and insurance services

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

NUTS codes

- UKJ14 - Oxfordshire

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

South Oxfordshire District Councils are also inviting a "package" bid from suppliers for a combination of Lot 1 - Property (including Computers, Contract Works, Business Interruption, Money and All Risks) and also Lot 3 - Casualty (including Employers Liability, Public and Products Liability, Officials Indemnity, Land Charges, Libel and Slander, Professional Indemnity and Hirers Liability)

Vale of White Horse District Council are also inviting a "package" bid from suppliers for a combination of Lot 1 - Property (including Computers, Contract Works, Business Interruption, Money and All Risks) Lot 3 - Casualty (including Employers Liability, Public and Products Liability, Officials Indemnity, Land Charges, Libel and Slander, Professional Indemnity and Hirers Liability) and Lot 7 Motor Fleet.

Please note given the sharing of services it will be the intention to appoint a single supplier per lot for both Contracting Authorities.

Please see procurement documents for further information regarding lots.

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

Price is not the only award criterion and all criteria are stated only in the procurement documents

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

Duration in months

60

This contract is subject to renewal

Yes

Description of renewals

The requirement will be subject to renewal prior to the expiry of any contracts awarded under this process.

#### **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

Service providers shall be authorised to write the classes of insurance listed subject to English law and jurisdiction of English Courts

All insurers must be authorised by the Prudential Regulation Authority and regulated by the Financial Conduct Authority

#### **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

Financial Services & Market Act 2000, Insurance Companies Act 1982 and other statutory modifications thereof, and associated obligations of the Financial Conduct Authority.

Insurers must be authorised to carry out business in the relevant classes of insurance listed in II.1.6. This competition does not include a requirement for insurance broking services and insurance brokers are not eligible to participate in the tender.

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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: No

### **IV.2) Administrative information**

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

Date

2 July 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**

Duration in months: 6 (from the date stated for receipt of tender)

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

Date

2 July 2021

Local time

12:00pm

Place

Tenders for this requirement are to be submitted electronically through the Proactis e-procurement portal into a closed tender box

Information about authorised persons and opening procedure

one of two independent verifiers are authorised to access the closed tender box after the deadline above has passed.

This action, when completed, will open the submissions to the procurement team for the evaluation process to commence.

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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: The requirement will be subject to renewal prior to the expiry of any contracts awarded under this process.

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

Please note given the sharing of services it will be the intention to appoint a single supplier per Lot for both Contracting Authorities. Please therefore ensure you are able to quote for both Contracting Authorities before submitting a bid. Failure to quote for the same Lot for both Contracting Authorities (South Oxford District Council & Vale of White Horse District Council) will result in your bid not being evaluated.

The only exception for this will be Lot 4 Motor Fleet which is only required by one of the Contracting Authorities.

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

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

The High Court of Justice

The Royal Court of Justice, The Strand

London

WC2A 2LL

Country

United Kingdom

