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Tender

## **Insurance Services (Excluding Brokerage Services).**

University of Warwick

F02: Contract notice

Notice identifier: 2023/S 000-012025

Procurement identifier (OCID): ocds-h6vhtk-03bdc3

Published 26 April 2023, 3:18pm

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

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

University of Warwick

Sir William Lyons Road

Coventry

CV4 7EZ

#### **Contact**

Lynn Tomkins

#### **Email**

[Lynn.Tomkins@warwick.ac.uk](mailto:Lynn.Tomkins@warwick.ac.uk)

#### **Country**

United Kingdom

#### **NUTS code**

UKG33 - Coventry

**Internet address(es)**

Main address

<https://warwick.ac.uk/insite/>

**I.3) Communication**

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

<https://in-tendhost.co.uk/universityofwarwick.aspx/Home>

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**

Education

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## Section II: Object

### II.1) Scope of the procurement

#### II.1.1) Title

Insurance Services (Excluding Brokerage Services).

Reference number

LT-04-23-UNI-INSURANCESERVICES-RCK.

#### II.1.2) Main CPV code

- 66510000 - Insurance services

#### II.1.3) Type of contract

Services

#### II.1.4) Short description

The University intends to review its insurance portfolio and seek tenders from Suppliers for its insurance policies from 1st August 2023 as detailed in a series of Lots detailed in this document. In order to express interest in this opportunity please go to the University of Warwick In-Tend supplier portal (<https://in-tendhost.co.uk/universityofwarwick>). The University of Warwick is not a contracting authority for the purposes of the Public Contracts Regulations 2015 (as amended) and its procurement activities are not subject to the Public Contracts Regulations 2015 or the obligations under the European Public Procurement Directives, including the European Remedies Directive. Advertisement of any contract in the Official Journal of the European Union or Contracts Finder is at the sole discretion of the University and is undertaken on a voluntary basis with no implied obligation to comply with the procurement legislation. Closing date for tender submissions is 25th May 2023 at 12pm.

#### 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

## Lot 1 Property Owners

Lot No

1

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

- 66510000 - Insurance services
- 66516000 - Liability insurance services
- 66515000 - Damage or loss insurance services
- 66513000 - Legal insurance and all-risk insurance services
- 66000000 - Financial and insurance services
- 66516400 - General liability insurance services
- 66515200 - Property insurance services
- 66500000 - Insurance and pension services

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

NUTS codes

- UKG33 - Coventry

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

Policy for the cover of property owners. In order to express interest in this opportunity please go to the University of Warwick In-Tend supplier portal (<https://in-tendhost.co.uk/universityofwarwick>). The University of Warwick is not a contracting authority for the purposes of the Public Contracts Regulations 2015 (as amended) and its procurement activities are not subject to the Public Contracts Regulations 2015 or the obligations under the European Public Procurement Directives, including the European Remedies Directive. Advertisement of any contract in the Official Journal of the European Union or Contracts Finder is at the sole discretion of the University and is undertaken on a voluntary basis with no implied obligation to comply with the procurement legislation.

### **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**

Start date

1 August 2023

End date

31 July 2024

This contract is subject to renewal

Yes

Description of renewals

The contract shall be for an initial period of one year(s) or longer if a long term agreement is agreed with the Supplier by the University.

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

Variants will be accepted: Yes

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

Options: Yes

Description of options

If the Supplier wishes to offer more than one solution to the services requirement, this should be contained within the response to Part 2 – Services Requirement document, with the options clearly marked. All requested information should be detailed clearly for each option offered.

### **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 Combined Liability, Employers Liability and Public/Products liability

Lot No

2

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

- 66510000 - Insurance services
- 66516400 - General liability insurance services
- 66515000 - Damage or loss insurance services
- 66513000 - Legal insurance and all-risk insurance services
- 66000000 - Financial and insurance services
- 66516000 - Liability insurance services
- 66515200 - Property insurance services
- 66500000 - Insurance and pension services
- 66516500 - Professional liability insurance services

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

NUTS codes

- UKG33 - Coventry

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

Policy for the cover of Combined Liability, Employers Liability and Public/Products liability  
In order to express interest in this opportunity please go to the University of Warwick In-Tend supplier portal (<https://in-tendhost.co.uk/universityofwarwick>). The University of Warwick is not a contracting authority for the purposes of the Public Contracts Regulations 2015 (as amended) and its procurement activities are not subject to the Public Contracts Regulations 2015 or the obligations under the European Public Procurement Directives, including the European Remedies Directive. Advertisement of any contract in the Official Journal of the European Union or Contracts Finder is at the sole discretion of the University and is undertaken on a voluntary basis with no implied obligation to comply with the procurement legislation.

### **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**

Start date

1 August 2023

End date

31 July 2024

This contract is subject to renewal

Yes

Description of renewals

The contract shall be for an initial period of one year(s) or longer if a long term agreement is agreed with the Supplier by the University.

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

Variants will be accepted: Yes

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

Options: Yes

Description of options

If the Supplier wishes to offer more than one solution to the services requirement, this should be contained within the response to Part 2 – Services Requirement document, with the options clearly marked. All requested information should be detailed clearly for each option offered.

### **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
- 66512000 - Accident and health insurance services
- 66516000 - Liability insurance services
- 66516100 - Motor vehicle liability insurance services
- 66514110 - Motor vehicle insurance services
- 66514100 - Insurance related to Transport
- 66000000 - Financial and insurance services
- 66516400 - General liability insurance services
- 66512100 - Accident insurance services
- 66500000 - Insurance and pension services

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

NUTS codes

- UKG33 - Coventry

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

Policy cover for Motor Fleet. In order to express interest in this opportunity please go to the University of Warwick In-Tend supplier portal (<https://in-tendhost.co.uk/universityofwarwick>). The University of Warwick is not a contracting authority for the purposes of the Public Contracts Regulations 2015 (as amended) and its procurement activities are not subject to the Public Contracts Regulations 2015 or the obligations under the European Public Procurement Directives, including the European Remedies Directive. Advertisement of any contract in the Official Journal of the European Union or Contracts Finder is at the sole discretion of the University and is undertaken on a voluntary basis with no implied obligation to comply with the procurement legislation.

### **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**

Start date

1 August 2023

End date

31 July 2024

This contract is subject to renewal

Yes

Description of renewals

The contract shall be for an initial period of one year(s) or longer if a long term agreement is agreed with the Supplier by the University.

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

Variants will be accepted: Yes

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

Options: Yes

Description of options

If the Supplier wishes to offer more than one solution to the services requirement, this should be contained within the response to Part 2 – Services Requirement document, with the options clearly marked. All requested information should be detailed clearly for each option offered.

### **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 Personal Accident / Business Travel

Lot No

4

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

- 66510000 - Insurance services
- 66512000 - Accident and health insurance services
- 66516000 - Liability insurance services
- 66515000 - Damage or loss insurance services
- 66720000 - Accident and health reinsurance services
- 66514100 - Insurance related to Transport
- 66000000 - Financial and insurance services
- 66516400 - General liability insurance services
- 66512100 - Accident insurance services
- 66500000 - Insurance and pension services

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

NUTS codes

- UKG33 - Coventry

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

Policy cover for Personal Accident / Business Travel. In order to express interest in this opportunity please go to the University of Warwick In-Tend supplier portal (<https://in-tendhost.co.uk/universityofwarwick>). The University of Warwick is not a contracting authority for the purposes of the Public Contracts Regulations 2015 (as amended) and its procurement activities are not subject to the Public Contracts Regulations 2015 or the obligations under the European Public Procurement Directives, including the European Remedies Directive. Advertisement of any contract in the Official Journal of the European Union or Contracts Finder is at the sole discretion of the University and is undertaken on a voluntary basis with no implied obligation to comply with the procurement legislation.

### **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**

Start date

1 August 2023

End date

31 July 2024

This contract is subject to renewal

Yes

Description of renewals

The contract shall be for an initial period of one year(s) or longer if a long term agreement is agreed with the Supplier by the University.

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

Variants will be accepted: Yes

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

Options: Yes

Description of options

If the Supplier wishes to offer more than one solution to the services requirement, this should be contained within the response to Part 2 – Services Requirement document, with the options clearly marked. All requested information should be detailed clearly for each option offered.

### **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
- 66516000 - Liability insurance services
- 66000000 - Financial and insurance services
- 66516400 - General liability insurance services
- 66500000 - Insurance and pension services

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

NUTS codes

- UKG33 - Coventry

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

Policy cover for Terrorism. In order to express interest in this opportunity please go to the University of Warwick In-Tend supplier portal (<https://in-tendhost.co.uk/universityofwarwick>). The University of Warwick is not a contracting authority for the purposes of the Public Contracts Regulations 2015 (as amended) and its procurement activities are not subject to the Public Contracts Regulations 2015 or the obligations under the European Public Procurement Directives, including the European Remedies Directive. Advertisement of any contract in the Official Journal of the European Union or Contracts Finder is at the sole discretion of the University and is undertaken on a voluntary basis with no implied obligation to comply with the procurement legislation.

### **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**

Start date

1 August 2023

End date

31 July 2024

This contract is subject to renewal

Yes

Description of renewals

The contract shall be for an initial period of one year(s) or longer if a long term agreement is agreed with the Supplier by the University.

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

Variants will be accepted: Yes

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

Options: Yes

Description of options

If the Supplier wishes to offer more than one solution to the services requirement, this should be contained within the response to Part 2 – Services Requirement document, with the options clearly marked. All requested information should be detailed clearly for each option offered.

#### **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
- 66516000 - Liability insurance services
- 66000000 - Financial and insurance services
- 66516400 - General liability insurance services
- 66500000 - Insurance and pension services

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

NUTS codes

- UKG33 - Coventry

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

Policy cover for Computers. In order to express interest in this opportunity please go to the University of Warwick In-Tend supplier portal (<https://in-tendhost.co.uk/universityofwarwick>). The University of Warwick is not a contracting authority for the purposes of the Public Contracts Regulations 2015 (as amended) and its procurement activities are not subject to the Public Contracts Regulations 2015 or the obligations under the European Public Procurement Directives, including the European Remedies Directive. Advertisement of any contract in the Official Journal of the European Union or Contracts Finder is at the sole discretion of the University and is undertaken on a voluntary basis with no implied obligation to comply with the procurement legislation.

### **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**

Start date

1 August 2023

End date

31 July 2024

This contract is subject to renewal

Yes

Description of renewals

The contract shall be for an initial period of one year(s) or longer if a long term agreement is agreed with the Supplier by the University.

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

Variants will be accepted: Yes

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

Options: Yes

Description of options

If the Supplier wishes to offer more than one solution to the services requirement, this should be contained within the response to Part 2 – Services Requirement document, with the options clearly marked. All requested information should be detailed clearly for each option offered.

#### **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.1.2) 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

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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: [2023/S 000-010348](#)

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

Date

25 May 2023

Local time

12:00pm

#### **IV.2.4) Languages in which tenders or requests to participate may be submitted**

English

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

Date

25 May 2023

Local time

12:00pm

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## **Section VI. Complementary information**

### **VI.1) Information about recurrence**

This is a recurrent procurement: No

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

Electronic ordering will be used

Electronic invoicing will be accepted

Electronic payment will be used

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

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

Legal Department

Coventry

CV4 7JJ

Country

United Kingdom