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Planning

Insurance Broking Services

Scottish Parliamentary Corporate Body

F01: Prior information notice

Prior information only

Notice identifier: 2021/S 000-013206

Procurement identifier (OCID): ocds-h6vhtk-02bb09

Published 11 June 2021, 1:25pm

Section I: Contracting authority

I.1) Name and addresses

Scottish Parliamentary Corporate Body

The Scottish Parliament, Procurement Services

Edinburgh

EH99 1SP

Contact

Dorothy Houston

Email

dorothy.houston@parliament.scot

Telephone

+44 1313486505

Country

United Kingdom

NUTS code

UKM75 - Edinburgh, City of

Internet address(es)

Main address

<http://www.parliament.scot>

Buyer's address

https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA10284

I.2) Information about joint procurement

The contract is awarded by a central purchasing body

I.3) Communication

Additional information can be obtained from the above-mentioned address

I.4) Type of the contracting authority

Other type

Devolved Parliament

I.5) Main activity

Other activity

Legislative Body

Section II: Object

II.1) Scope of the procurement

II.1.1) Title

Insurance Broking Services

Reference number

NIC-SER-472

II.1.2) Main CPV code

- 66518100 - Insurance brokerage services

II.1.3) Type of contract

Services

II.1.4) Short description

The Scottish Parliamentary Corporate Body will shortly be renewing its contract for insurance broking services and would like to engage with suppliers to better understand the market and ensure that the tender documentation is high quality and proportionate to the requirement.

II.1.5) Estimated total value

Value excluding VAT: £300,000

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.2) Additional CPV code(s)

- 66518100 - Insurance brokerage services

II.2.3) Place of performance

NUTS codes

- UKM - Scotland

Main site or place of performance

Edinburgh

II.2.4) Description of the procurement

The Scottish Parliamentary Corporate Body will shortly be renewing its contract for insurance broking services and would like to engage with suppliers to better understand the market and ensure that the tender documentation is high quality and proportionate to the requirement.

The anticipated scope of the requirement will be to:

- advise the SPCB on appropriate insurance strategies to balance risk and cost
- source insurance policies to meet the agreed strategy
- support the SPCB with claims handling as required

We would like to discuss a range of topics with potential suppliers including:

- how broker fees (and any other costs) are structured
- process for sourcing insurers/policies
- what information will be required to support bids, e.g. claims history, risk profiles, and in how much detail
- market profile - i.e. number of brokers, size of broker organisations
- how we can remove barriers for small/medium enterprises and/or third sector organisations
- community benefits/social value

We would be grateful if interested suppliers would contact Dorothy.houston@parliament.scot by 18 June 2021 to arrange a time for a call/remote meeting.

II.2.14) Additional information

Please note that our procurement approach has still to be finalised therefore responding to this notice does not guarantee you will be invited to tender.

The estimated contract value includes insurance premiums.

II.3) Estimated date of publication of contract notice

28 January 2022

Section IV. Procedure

IV.1) Description

IV.1.8) Information about the Government Procurement Agreement (GPA)

The procurement is covered by the Government Procurement Agreement: Yes

Section VI. Complementary information

VI.3) Additional information

NOTE: To register your interest in this notice and obtain any additional information please visit the Public Contracts Scotland Web Site at

https://www.publiccontractsscotland.gov.uk/Search/Search_Switch.aspx?ID=657067.

(SC Ref:657067)