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Tender

T1623 - Provision of Insurance Brokerage Service

Northern Ireland Housing Executive

F02: Contract notice

Notice identifier: 2022/S 000-014979

Procurement identifier (OCID): ocds-h6vhtk-034129

Published 27 May 2022, 5:04pm

Section I: Contracting authority

I.1) Name and addresses

Northern Ireland Housing Executive

2 Adelaide Street

Belfast

BT2 8BP

Email

kateryna.houston@nihe.gov.uk

Country

United Kingdom

NUTS code

UK - United Kingdom

Internet address(es)

Main address

<https://etendersni.gov.uk/epps>

Buyer's address

<https://etendersni.gov.uk/epps>

I.3) Communication

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

<https://etendersni.gov.uk/epps>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<https://etendersni.gov.uk/epps>

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

Housing and community amenities

Section II: Object

II.1) Scope of the procurement

II.1.1) Title

T1623 - Provision of Insurance Brokerage Service

II.1.2) Main CPV code

- 66518000 - Insurance brokerage and agency services

II.1.3) Type of contract

Services

II.1.4) Short description

The Housing Executive wishes to appoint a Contractor to provide an insurance brokerage service to the Housing Executive. This includes securing the most economically advantageous insurance cover for a range of insurances; specialist insurance advice; liaison with insurers for administration of policies and claims.

II.1.5) Estimated total value

Value excluding VAT: £100,000

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

- UKN0 - Northern Ireland

II.2.4) Description of the procurement

The Housing Executive wishes to appoint a Contractor to provide an insurance brokerage

service to the Housing Executive. This includes securing the most economically advantageous insurance cover for a range of insurances; specialist insurance advice; liaison with insurers for administration of policies and claims.

II.2.5) Award criteria

Quality criterion - Name: Quality / Weighting: 25

Cost criterion - Name: Cost / Weighting: 75

II.2.6) Estimated value

Value excluding VAT: £100,000

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

Duration in months

36

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.2.14) Additional information

If a contract is awarded as a result of this competition it will be for an initial 36 month period (Initial Contract Period) with an option to extend for any period or periods up to and including 24 months. The estimated contract value provided in section II.1.5 in this notice is the Housing Executive's estimated value for the maximum Contract Period including all potential extension periods.

Section III. Legal, economic, financial and technical information

III.1) Conditions for participation

III.1.3) Technical and professional ability

Selection criteria as stated in the procurement documents

III.2) Conditions related to the contract

III.2.2) Contract performance conditions

Please refer to the tender documents

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

29 June 2022

Local time

3:00pm

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: 27 October 2022

IV.2.7) Conditions for opening of tenders

Date

29 June 2022

Local time

3:30pm

Section VI. Complementary information

VI.1) Information about recurrence

This is a recurrent procurement: No

VI.3) Additional information

Suppliers Instructions — How to Express Interest in this Invitation to Tender: Register your company on the etendersni website (this is. only required once) and click on 'View current opportunities' to locate this invitation to tender. The Housing Executive reserves the right. to abandon the competition at any time. Please refer to the tender documentation for further details. There is no guarantee that any. agreement or contract will be put in place in relation to this notice. No compensation etc. will be paid if a tender or resulting agreement is. withdrawn and / or the procurement process stopped for any reason. Bidders should take part in this process only on the basis that they. fully understand and accept this position.

VI.4) Procedures for review

VI.4.1) Review body

Royal Courts of Justice

Chichester Street

Belfast

BT13JF

Email

adminoffice@courtsni.gov.uk

Telephone

+44 3002007812

Country

United Kingdom

Internet address

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