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Contract

## **21049-23 CCC Insurance Brokerage and Associated Services**

Cambridgeshire County Council

F03: Contract award notice

Notice identifier: 2023/S 000-014989

Procurement identifier (OCID): ocids-h6vhtk-03b0be

Published 25 May 2023, 4:36pm

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

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

Cambridgeshire County Council

New Shire Hall, Alconbury Weald

Huntingdon

PE28 4YE

#### **Contact**

Mr Jon Collyns

#### **Email**

[Jon.Collyns@cambridgeshire.gov.uk](mailto:Jon.Collyns@cambridgeshire.gov.uk)

#### **Telephone**

+44 7775703930

#### **Country**

United Kingdom

**Region code**

UKF24 - West Northamptonshire

**Internet address(es)**

Main address

<https://www.cambridgeshire.gov.uk/>

Buyer's address

<https://www.cambridgeshire.gov.uk/>

**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**

21049-23 CCC Insurance Brokerage and Associated Services

Reference number

DN653658

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

- 66000000 - Financial and insurance services

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

Services

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

The Authority requires the provision of expert and respected insurance brokerage services to

enable it to achieve the most appropriate insurance programme for the organisations it represents.

The bidder shall be required to provide high quality, timely and focussed advise on all matters of insurable risks and insurance solutions, particularly as they impact on any key projects that the organisations undertake.

The bidder shall ensure they have an appropriate level of skill and experience with sufficient

capacity to ensure that the Council's receive the required levels of service to agreed timescales.

The Authority is not splitting this contract into lots as it wishes to procure a single broker for

consistency in delivery and in order to support the Lead Authority Model.

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

This contract is divided into lots: No

#### **II.1.7) Total value of the procurement (excluding VAT)**

Value excluding VAT: £503,665.68

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

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

- 66510000 - Insurance services

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

NUTS codes

- UKF24 - West Northamptonshire
- UKF25 - North Northamptonshire
- UKH12 - Cambridgeshire CC
- UKH15 - Norwich and East Norfolk
- UKJ12 - Milton Keynes

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

From 1 December 2020 Cambridgeshire County Council, Milton Keynes Council and Northamptonshire County Council (now superseded by North and West Northamptonshire Council's) entered into a Lead Authority arrangement for the delivery of shared services.

These arrangements followed the disaggregation of the former LGSS shared service model.

The management of each individual shared service area has transferred to the 'lead' council

who will be responsible for the performance of the service to its customers and partners.

Cambridgeshire County Council is the lead authority for all aspects of insurance services

to

the lead authority partners.

Each Authority's insurance arrangements are managed by a dedicated team which forms part of the Cambridgeshire County Council Lead Authority Services Provision.

In addition to providing insurance services to the Lead Authority partners the Insurance Service also provides insurance services to the following organisations:

? Norwich City Council, including Norwich City Services Ltd

? Northampton Partnership Homes

? Pathfinder Legal Services Ltd

? Cambridge City Council

? Maintained and Academy Schools

The Insurance Service delivers

- Insurance Programme Management
- Provision of Insurance and insurable risk related advice
- Claims Management Service

The service provides professional, high quality insurance services and is responsible for ensuring that insurable risks are identified and catered for within the partner's insurance arrangements as well as the control and management of insurable risk, the raising of managerial awareness of operational and strategic pressures, and the minimising of risks which could adversely affect service delivery and lead to civil litigation.

The Procurement is being procured by the Lead Authority for the benefit of the Authority and

the Partner Organisations. For the purposes of this tender the partner organisations are

Milton Keynes Council, West Northamptonshire Council North Northamptonshire Council, Norwich City Council and Northamptonshire Partnership Homes.

Cambridge City Council shall consider utilising the arrangement upon the end of their existing agreement but Bidders should note there is no guarantee of them doing so.

Cambridgeshire County Council shall act as the lead Authority and will enter into the Contract with the successful Bidder(s). While Cambridgeshire County Council will be the contracting party, the Services will be performed by the selected Suppliers for the Authority

and the Partner Organisations

The following approach will be taken to the contract arrangements:

- The Authority will enter into the Contract with the successful Bidder on behalf of itself and

the Partner Organisations.

- Cambridgeshire County Council (CCC) Insurance Services is responsible for the management of claims made by and against the Council and the procurement and management of insurance arrangements entered into the Council.

The Authority proposes to enter into one Contract for an initial period of 60 months with the

preferred bidder, with an option to extend for up to two further 12 months, making 84 months in total.

The Contract has an estimated annual spend of £60,000 (exclusive of VAT and insurance service brokerage fees) for the delivery of Insurance Brokerage and Associated Services across all bodies using the Insurance Service

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

Quality criterion - Name: Quality / Weighting: 60

Quality criterion - Name: Presentations / Weighting: 15

Price - Weighting: 25

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

Options: Yes

Description of options

The Authority proposes to enter into one Contract for an initial period of 60 months with the

preferred bidder, with an option to extend for up to two further 12 months, making 84 months in total.

#### **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 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 000-006833](#)

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## **Section V. Award of contract**

### **Contract No**

1

A contract/lot is awarded: Yes

### **V.2) Award of contract**

#### **V.2.1) Date of conclusion of the contract**

22 May 2023

#### **V.2.2) Information about tenders**

Number of tenders received: 3

The contract has been awarded to a group of economic operators: No

#### **V.2.3) Name and address of the contractor**

Arthur. J Gallagher Insurance Brokers Limited

Station Square, One Gloucester Street,

Swindon

SN1 1GW

Country

United Kingdom

NUTS code

- UKF24 - West Northamptonshire

The contractor is an SME

No

#### **V.2.4) Information on value of contract/lot (excluding VAT)**

Total value of the contract/lot: £503,665.68



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## **Section VI. Complementary information**

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

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

Cambridgeshire County Council

New Shire Hall, Alconbury Weald

Huntingdon

PE28 4YE

Email

[Clare.Ellis@cambridgeshire.gov.uk](mailto:Clare.Ellis@cambridgeshire.gov.uk)

Country

United Kingdom