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Planning

## **Insurance Services**

South Lanarkshire Council

South Lanarkshire Leisure and Culture SCIO

F01: Prior information notice

Prior information only

Notice identifier: 2023/S 000-015124

Procurement identifier (OCID): ocds-h6vhtk-03cfe3

Published 26 May 2023, 2:54pm

## **Section I: Contracting authority**

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

South Lanarkshire Council

Council Headquarters, Almada Street

Hamilton

ML3 0AA

### **Contact**

Louise McNaught

### **Email**

[louise.mcnaught@southlanarkshire.gov.uk](mailto:louise.mcnaught@southlanarkshire.gov.uk)

### **Telephone**

+44 1698454184

**Country**

United Kingdom

**NUTS code**

UKM95 - South Lanarkshire

**Internet address(es)**

Main address

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

Buyer's address

[https://www.publiccontractsscotland.gov.uk/search/Search\\_AuthProfile.aspx?ID=AA00410](https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA00410)

**I.1) Name and addresses**

South Lanarkshire Leisure and Culture SCIO

Floor 5, Council Offices, Almada Street

Hamilton

ML3 0EW

**Email**

[SLLCProcurement@southlanarkshireleisure.co.uk](mailto:SLLCProcurement@southlanarkshireleisure.co.uk)

**Telephone**

+44 1698454316

**Country**

United Kingdom

## **NUTS code**

UK - United Kingdom

## **Internet address(es)**

Main address

[www.slleisureandculture.co.uk](http://www.slleisureandculture.co.uk)

Buyer's address

[https://www.publiccontractsscotland.gov.uk/search/Search\\_AuthProfile.aspx?ID=AA24203](https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA24203)

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

The contract involves joint procurement

## **I.3) Communication**

Additional information can be obtained from the above-mentioned address

## **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**

Insurance Services

Reference number

SLC/FC/23/030

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

- 66510000 - Insurance services

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

Services

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

South Lanarkshire Council (the Council) and South Lanarkshire Leisure and Culture SCIO (SLLC) have a requirement to ensure the provision of Insurance Services and associated claims handling arrangements.

The Council has in place a mixture of self-insurance and purchased insurance cover, whilst SLLC is predominately insured with low excesses or ground up cover. Appendix A in the attached Market Engagement Questionnaire notes the current policies in place for both The Council and SLLC, and details excesses and limits of liability. The current contracts are due to expire on 31st March 2024. The Council and SLLC are considering options for procuring a new contract.

The Council and SLLC will be assisted by our appointed brokers during the procurement process.

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

This contract is divided into lots: No

## **II.2) Description**

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

- 66510000 - Insurance services

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

NUTS codes

- UKM95 - South Lanarkshire

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

This Market Engagement Questionnaire is being made publicly available to any organisations interested in providing Insurance Services for South Lanarkshire Council (the Council) and South Lanarkshire Leisure and Culture SCIO (SLLC).

This exercise is intended to provide potential bidders with the opportunity to view and comment on the Insurance requirements if they wish to do so. This builds on a commitment to engage with the market, by sharing information and seeking input from the market to enable us to develop the final Invitation to Tender (ITT) in a fair and transparent manner. This exercise is to ensure that the final ITT provides all tenderers with a clear understanding of the Council and SLLC's requirements and help reduce the number of questions that may be raised in the Tender Period.

The Council is considering the following procurement routes:-

1. publishing an invitation to tender, on PCS-Tender, in September 2023, using Insurance Services 3 DPS / CCS RM6020.
2. Conducting open tendering procedure, in September 2023

The Council therefore seeks to confirm the level of interest from the Insurance Market for submitting bids within the proposed timescales.

Potential bidders are invited to complete the Questionnaire and submit their responses no later than midnight on Sunday 16th June 2023. Responses should be sent to [louise.mcnaught@southlanarkshire.gov.uk](mailto:louise.mcnaught@southlanarkshire.gov.uk) . Responses received after Sunday 16th June may still be considered for

the purpose of informing the ITT.

The Council may hold a Market Engagement event or series of meetings, on MS Teams, based on responses from this notice.

The intention of the Market Engagement meeting would be to allow potential Providers to give their views on proposed Insurance Services and discuss their responses to this Questionnaire. This would be used to help inform

the final Specification and Invitation to Tender (ITT).

### **II.3) Estimated date of publication of contract notice**

4 September 2023

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## **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

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## **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=656027](https://www.publiccontractsscotland.gov.uk/Search/Search_Switch.aspx?ID=656027).

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=733505](https://www.publiccontractsscotland.gov.uk/Search/Search_Switch.aspx?ID=733505).

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