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Tender

Insurance Framework Agreement for Renfrewshire Leisure Limited trading as OneRen

Renfrewshire Leisure Limited trading as OneRen

F02: Contract notice

Notice identifier: 2022/S 000-016206

Procurement identifier (OCID): ocds-h6vhtk-0345f3

Published 14 June 2022, 8:47am

Section I: Contracting authority

I.1) Name and addresses

Renfrewshire Leisure Limited trading as OneRen

The Lagoon Centre, 11 Christie Street

Paisley

PA1 1NB

Contact

Gillian Gordon

Email

gillian.gordon@renfrewshire.gov.uk

Telephone

+44 3003000300

Country

United Kingdom

NUTS code

UKM83 - Inverclyde, East Renfrewshire and Renfrewshire

Internet address(es)

Main address

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

Buyer's address

https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA00400

I.3) Communication

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

<https://www.publictendersscotland.publiccontractsscotland.gov.uk>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<https://www.publictendersscotland.publiccontractsscotland.gov.uk>

Electronic communication requires the use of tools and devices that are not generally available. Unrestricted and full direct access to these tools and devices is possible, free of charge, at

<https://www.publictendersscotland.publiccontractsscotland.gov.uk>

I.4) Type of the contracting authority

Body governed by public law

I.5) Main activity

General public services

Section II: Object

II.1) Scope of the procurement

II.1.1) Title

Insurance Framework Agreement for Renfrewshire Leisure Limited trading as OneRen

Reference number

RC-CPU-22-019

II.1.2) Main CPV code

- 66510000 - Insurance services

II.1.3) Type of contract

Services

II.1.4) Short description

Renfrewshire Leisure Limited trading as OneRen have instructed Renfrewshire Council to issue this tender for insurance cover (excluding broker services). The Framework Agreement has been split into 6 separate lots for each type of insurance cover:–

Lot 1 – Property Damage and Business Interruption, including Terrorism & claims handling

Lot 2 – Combined Liability (Employers, Public & Products Liability), including claims handling

Lot 3 – Motor Fleet, including claims handling

Lot 4 – Fidelity Guarantee / Employee Dishonesty

Lot 5 – Directors, Trustee and Trust Fund Indemnity

Lot 6 – Group Personal Accident / Travel

Tenderers are able to bid for one or more lots. A single supplier will be awarded for each lot.

Call Off Agreements made under each Lot will be made by Direct Award as detailed in the procurement documents in the e-tender system.

II.1.5) Estimated total value

Value excluding VAT: £1,500,000

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 2 - Combined Liability (Employers, Public & Products Liability), including claims handling

Lot No

2

II.2.2) Additional CPV code(s)

- 66510000 - Insurance services

II.2.3) Place of performance

NUTS codes

- UKM83 - Inverclyde, East Renfrewshire and Renfrewshire

II.2.4) Description of the procurement

Lot 2 is for Combined Liability (Employers, Public & Products Liability), including claims handling

II.2.5) Award criteria

Quality criterion - Name: Scope of Cover / Weighting: 40

Quality criterion - Name: Expertise/ Service / Weighting: 5

Quality criterion - Name: Claims Handling Service (Property, Liability and Fleet) / Weighting: 10

Quality criterion - Name: Fair Work First / Weighting: 5

Quality criterion - Name: Community benefits (voluntary) / Weighting: 0

Price - Weighting: 40

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

Duration in months

36

This contract is subject to renewal

Yes

Description of renewals

The Contract (Framework Agreement) will be for 3 years with the option to extend for 1 year and Call Off Agreements made under the Contract will be for 3 years with the option to extend for a further 1 + 1 years.

II.2.9) Information about the limits on the number of candidates to be invited

Envisaged number of candidates: 10

Objective criteria for choosing the limited number of candidates:

There is no minimum limit for candidates - please see technical envelope in Public Contract Scotland tenders portal for more information

II.2.10) Information about variants

Variants will be accepted: No

II.2.11) Information about options

Options: Yes

Description of options

The Council reserves the right to utilise Regulation 72 1 (a) of the Public Contracts (Scotland) Regulations 2015 - Modification of contracts during their term to modify the length of the framework agreement and call off contract term.

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, including claims handling

Lot No

3

II.2.2) Additional CPV code(s)

- 66510000 - Insurance services

II.2.3) Place of performance

NUTS codes

- UKM83 - Inverclyde, East Renfrewshire and Renfrewshire

II.2.4) Description of the procurement

Lot 3 is for Motor Fleet, including claims handling

II.2.5) Award criteria

Quality criterion - Name: Scope of Cover / Weighting: 40

Quality criterion - Name: Expertise/ Service / Weighting: 5

Quality criterion - Name: Claims Handling Service (Property, Liability and Fleet) / Weighting: 10

Quality criterion - Name: Fair Work First / Weighting: 5

Quality criterion - Name: Community benefits (voluntary) / Weighting: 0

Price - Weighting: 40

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

Duration in months

36

This contract is subject to renewal

Yes

Description of renewals

The Contract (Framework Agreement) will be for 3 years with the option to extend for 1 year and Call Off Agreements made under the Contract will be for 3 years with the option to extend for a further 1 + 1 years.

II.2.9) Information about the limits on the number of candidates to be invited

Envisaged number of candidates: 10

Objective criteria for choosing the limited number of candidates:

There is no minimum limit for candidates - please see technical

envelope in Public Contract Scotland tenders portal for more information

II.2.10) Information about variants

Variants will be accepted: No

II.2.11) Information about options

Options: Yes

Description of options

The Council reserves the right to utilise Regulation 72 1 (a) of the Public Contracts (Scotland) Regulations 2015 - Modification of contracts during their term to modify the length of the framework agreement and call off contract term.

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 – Fidelity Guarantee / Employee Dishonesty

Lot No

4

II.2.2) Additional CPV code(s)

- 66510000 - Insurance services

II.2.3) Place of performance

NUTS codes

- UKM83 - Inverclyde, East Renfrewshire and Renfrewshire

II.2.4) Description of the procurement

Lot 4 is for Fidelity Guarantee / Employee Dishonesty

II.2.5) Award criteria

Quality criterion - Name: Scope of Cover / Weighting: 45

Quality criterion - Name: Expertise/ Service / Weighting: 10

Quality criterion - Name: Fair Work First / Weighting: 5

Quality criterion - Name: Community benefits (Voluntary) / Weighting: 0

Price - Weighting: 40

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

Duration in months

36

This contract is subject to renewal

Yes

Description of renewals

The Contract (Framework Agreement) will be for 3 years with the option to extend for 1 year and Call Off Agreements made under the Contract will be for 3 years with the option to extend for a further 1 + 1 years.

II.2.9) Information about the limits on the number of candidates to be invited

Envisaged number of candidates: 10

Objective criteria for choosing the limited number of candidates:

There is no minimum limit for candidates - please see technical envelope in Public Contract Scotland tenders portal for more information

II.2.10) Information about variants

Variants will be accepted: No

II.2.11) Information about options

Options: Yes

Description of options

The Council reserves the right to utilise Regulation 72 1 (a) of the Public Contracts (Scotland) Regulations 2015 - Modification of contracts during their term to modify the length of the framework agreement and call off contract term.

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 – Directors, Trustee and Trust Fund Indemnity

Lot No

5

II.2.2) Additional CPV code(s)

- 66510000 - Insurance services

II.2.3) Place of performance

NUTS codes

- UKM83 - Inverclyde, East Renfrewshire and Renfrewshire

II.2.4) Description of the procurement

Lot 5 is for Directors, Trustee and Trust Fund Indemnity

II.2.5) Award criteria

Quality criterion - Name: Scope of Cover / Weighting: 45

Quality criterion - Name: Expertise/ Service / Weighting: 10

Quality criterion - Name: Fair Work First / Weighting: 5

Quality criterion - Name: Community benefits (Voluntary) / Weighting: 0

Price - Weighting: 40

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

Duration in months

36

This contract is subject to renewal

Yes

Description of renewals

The Contract (Framework Agreement) will be for 3 years with the option to extend for 1 year and Call Off Agreements made under the Contract will be for 3 years with the option to extend for a further 1 + 1 years.

II.2.9) Information about the limits on the number of candidates to be invited

Envisaged number of candidates: 10

Objective criteria for choosing the limited number of candidates:

There is no minimum limit for candidates - please see technical envelope in Public Contract Scotland tenders portal for more information

II.2.10) Information about variants

Variants will be accepted: No

II.2.11) Information about options

Options: Yes

Description of options

The Council reserves the right to utilise Regulation 72 1 (a) of the Public Contracts (Scotland) Regulations 2015 - Modification of contracts during their term to modify the length of the framework agreement and call off contract term.

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 – Group Personal Accident / Travel

Lot No

6

II.2.2) Additional CPV code(s)

- 66510000 - Insurance services

II.2.3) Place of performance

NUTS codes

- UKM83 - Inverclyde, East Renfrewshire and Renfrewshire

II.2.4) Description of the procurement

Lot 6 is for Group Personal Accident / Travel

II.2.5) Award criteria

Quality criterion - Name: Scope of Cover / Weighting: 45

Quality criterion - Name: Expertise/ Service / Weighting: 10

Quality criterion - Name: Fair Work First / Weighting: 5

Quality criterion - Name: Community benefits (Voluntary) / Weighting: 0

Price - Weighting: 40

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

Duration in months

36

This contract is subject to renewal

Yes

Description of renewals

The Contract (Framework Agreement) will be for 3 years with the option to extend for 1 year and Call Off Agreements made under the Contract will be for 3 years with the option to extend for a further 1 + 1 years.

II.2.9) Information about the limits on the number of candidates to be invited

Envisaged number of candidates: 10

Objective criteria for choosing the limited number of candidates:

There is no minimum limit for candidates - please see technical envelope in Public Contract Scotland tenders portal for more information

II.2.10) Information about variants

Variants will be accepted: No

II.2.11) Information about options

Options: Yes

Description of options

The Council reserves the right to utilise Regulation 72 1 (a) of the Public Contracts (Scotland) Regulations 2015 - Modification of contracts during their term to modify the length of the framework agreement and call off contract term.

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 1 – Property Damage and Business Interruption, including Terrorism & claims handling

Lot No

1

II.2.2) Additional CPV code(s)

- 66510000 - Insurance services

II.2.3) Place of performance

NUTS codes

- UKM83 - Inverclyde, East Renfrewshire and Renfrewshire

II.2.4) Description of the procurement

Lot 1 is for Property Damage and Business Interruption, including Terrorism & claims handling

II.2.5) Award criteria

Quality criterion - Name: Scope of Cover / Weighting: 40

Quality criterion - Name: Expertise/ Service / Weighting: 5

Quality criterion - Name: Claims Handling Service (Property, Liability and Fleet) / Weighting: 10

Quality criterion - Name: Fair Work First / Weighting: 5

Quality criterion - Name: Community benefits (voluntary) / Weighting: 0

Price - Weighting: 40

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

Duration in months

36

This contract is subject to renewal

Yes

Description of renewals

The Contract (Framework Agreement) will be for 3 years with the option to extend for 1 year and Call Off Agreements made under the Contract will be for 3 years with the option to extend for a further 1 + 1 years.

II.2.9) Information about the limits on the number of candidates to be invited

Envisaged number of candidates: 10

Objective criteria for choosing the limited number of candidates:

There is no minimum limit for candidates - please see technical envelope in Public Contract Scotland tenders portal for more information

II.2.10) Information about variants

Variants will be accepted: No

II.2.11) Information about options

Options: Yes

Description of options

The Council reserves the right to utilise Regulation 72 1 (a) of the Public Contracts (Scotland) Regulations 2015 - Modification of contracts during their term to modify the length of the framework agreement and call off contract term.

II.2.13) Information about European Union Funds

The procurement is related to a project and/or programme financed by European Union funds: No

Section III. Legal, economic, financial and technical information

III.1) Conditions for participation

III.1.2) Economic and financial standing

List and brief description of selection criteria

Requests to Participate will only be accepted from bidders who meet one of the two following categories:-

(1) are insurers regulated by the Financial Conduct Authority ("FCA") and entitled and authorised to underwrite insurance business in the UK and also being rated as "A minus (-)" with Standards & Poor or equivalent rating with another ratings provider, OR

(2) are brokers or managing general agents ("MGA") who are authorised by a relevant insurer (being an insurer regulated by the Financial Conduct

Authority and entitled and authorised to underwrite insurance business in

the UK and also being rated as "A minus (-)" with Standards & Poor or equivalent with another ratings provider) and able to issue a request to participate binding said insurer to any cover to be provided for the Term of the Framework or any Call Off Agreement made under it.

Insurance: It is a requirement of this Framework Agreement that candidates who are invited to tender for stage 2 (invitation to tender) to hold, or can commit to obtain prior to awarding a right to participate under the Framework Agreement the types and levels of insurance indicated below.

Finance: In the event that the analysis is unavailable or unsatisfactory the

Council on behalf of Renfrewshire Leisure Limited trading as OneRen reserves the right to request further supporting information of Candidates economic and financial standing; such as the last two years accounts.

Subcontractors: Candidates will be required to confirm whether they

intend to subcontract and, if so, for what proportion of the contract.

rating with another ratings provider) and able to issue a request to participate binding said insurer to any cover to be provided for the Term of the Framework or any Call Off Agreement made under it.

All other candidates submitting a request to participate will not be invited to tender for the right to participate on this Framework Agreement.

Minimum level(s) of standards possibly required

REFER TO III.1.1 ABOVE

Insurance types and levels:

Employers Liability – minimum 5M GBP, each and every claim

Public Liability – minimum 5M GBP, each and every claim

Professional Indemnity - 10M GBP in the aggregate

III.1.3) Technical and professional ability

List and brief description of selection criteria

Submissions will only be accepted from bidders who are insurers regulated by the FCA to underwrite insurance business in the UK and being rated as “A minus (-)” with Standard & Poor's or equivalent rating with another ratings provider, OR brokers or managing general agents who are authorised by the relevant insurer to submit a tender on the insurer's

behalf and bind them into the cover to be provided for the framework and call off contracts for the duration of the framework and contracts.

Tenderers who are not acting in a MGA capacity will be excluded from the

tender process. Where the party issuing the tender submission is an MGA authorisation on

letter headed paper from the relevant insurer company stating the terms of the capacity to contract is required with your tender submission.

Minimum level(s) of standards possibly required

Submissions will only be accepted from bidders who are insurers regulated by the FCA to underwrite insurance business in the UK and being rated as “A minus (-)” with Standard & Poor's or equivalent rating with another ratings provider

III.2) Conditions related to the contract

III.2.2) Contract performance conditions

see III.1.1 above for the minimum requirements.

III.2.3) Information about staff responsible for the performance of the contract

Obligation to indicate the names and professional qualifications of the staff assigned to performing the contract

Section IV. Procedure

IV.1) Description

IV.1.1) Type of procedure

Restricted procedure

IV.1.3) Information about a framework agreement or a dynamic purchasing system

The procurement involves the establishment of a framework agreement

Framework agreement with several operators

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

14 July 2022

Local time

12:00pm

IV.2.3) Estimated date of dispatch of invitations to tender or to participate to selected candidates

21 July 2022

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: 30 December 2022

Section VI. Complementary information

VI.1) Information about recurrence

This is a recurrent procurement: Yes

Estimated timing for further notices to be published: estimated 2025

VI.2) Information about electronic workflows

Electronic ordering will be used

Electronic invoicing will be accepted

Electronic payment will be used

VI.3) Additional information

1- Renfrewshire Leisure Limited trading as OneRen have instructed Renfrewshire Council to issue this tender for insurance cover (excluding broker service) on behalf of Renfrewshire Leisure Limited trading as OneRen.

2. The estimated value of the framework agreement (contract) and potential call off agreements made under the contract is 1.5Million (GBP).

3. The stages of this restricted procedure is an Invitation to Participate (Stage 1) and Invitation to Tender (Initial Stage 2).

4. Further information on stage 1 invitation to participate (ITP) can be located in the Invitation to participate Document in the e-tender system.

5. Further information on the stage 2 award including the full specification will be provided to those candidates invited to tender.

6. Economic operators may be excluded from this competition if they are in any of the situations referred to in regulation 58 of the Public Contracts (Scotland) Regulations 2015.

7. Any contract awarded as a result of this tender exercise will be subject to Scots Law and the exclusive jurisdiction of the Scottish Courts.

8. Renfrewshire Leisure Limited trading as OneRen reserves the right to utilise Regulation 72 1 (a) of the Public Contracts (Scotland) Regulations 2015 - Modification of contracts during their term to modify the length of the framework agreement and call off contract term.

The buyer is using PCS-Tender to conduct this PQQ exercise. The Project code is 21544. For more information see:

<http://www.publiccontractsscotland.gov.uk/info/InfoCentre.aspx?ID=2343>

A sub-contract clause has been included in this contract. For more information see:

<http://www.publiccontractsscotland.gov.uk/info/InfoCentre.aspx?ID=2363>

Community benefits are included in this requirement. For more information see:

<https://www.gov.scot/policies/public-sector-procurement/community-benefits-in-procurement/>

A summary of the expected community benefits has been provided as follows:

Community benefits will be voluntary

(SC Ref:696130)

VI.4) Procedures for review

VI.4.1) Review body

Court of Session

Parliament Square

Edinburgh

EH1 1RQ

Country

United Kingdom

VI.4.3) Review procedure

Precise information on deadline(s) for review procedures

An economic operator that suffers or risks suffering, loss or damage attributable to breach of duty under the Public Contracts (Scotland) Regulations 2015 (SSI 2015/446, as amended) may bring proceedings in the Sheriff Court or the Court of Session in accordance with Regulation 88

of the 2015 Regulations.

VI.4.4) Service from which information about the review procedure may be obtained

Court of Session

Parliament Square

Edinburgh

EH1 1RQ

Country

United Kingdom