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Tender

## **Provision of Insurance Broker Services**

Action For Children

F02: Contract notice

Notice identifier: 2024/S 000-017968

Procurement identifier (OCID): ocds-h6vhtk-046eeb

Published 11 June 2024, 11:49am

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

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

Action For Children

3 The Boulevard Ascot Road

Watford

WD18 8AG

#### **Contact**

Julie Stenlake

#### **Email**

[julie.stenlake@actionforchildren.org.uk](mailto:julie.stenlake@actionforchildren.org.uk)

#### **Telephone**

+44 01923361605

#### **Country**

United Kingdom

**Region code**

UK - United Kingdom

**National registration number**

04764232

**Internet address(es)**

Main address

<https://www.actionforchildren.org.uk/>

Buyer's address

<https://uk.eu-supply.com/ctm/Company/CompanyInformation/Index/154641>

**I.3) Communication**

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

[https://uk.eu-supply.com/app/rfq/rwlenrance\\_s.asp?PID=82537&B=AFC](https://uk.eu-supply.com/app/rfq/rwlenrance_s.asp?PID=82537&B=AFC)

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

[https://uk.eu-supply.com/app/rfq/rwlenrance\\_s.asp?PID=82537&B=AFC](https://uk.eu-supply.com/app/rfq/rwlenrance_s.asp?PID=82537&B=AFC)

Tenders or requests to participate must be submitted to the above-mentioned address

**I.4) Type of the contracting authority**

Other type

Not for Profit

**I.5) Main activity**

General public services

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## **Section II: Object**

### **II.1) Scope of the procurement**

#### **II.1.1) Title**

Provision of Insurance Broker Services

Reference number

AFC013.24-JS

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

- 66518100 - Insurance brokerage services

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

Services

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

Action for Children seek to appoint an experienced and authorised professional Supplier with the UK coverage and expertise of the sector to deliver this provision. The Supplier is required to submit a proposal that is innovative, flexible, includes a provision to best practice standards and with very competitive commercial pricing as well as competent technical qualities.

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

This contract is divided into lots: No

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

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

- 66518000 - Insurance brokerage and agency services

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

NUTS codes

- UK - United Kingdom

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

Action for Children seek to appoint an experienced and authorised professional Supplier with the UK coverage and expertise of the sector to deliver this provision. The Supplier is required to submit a proposal that is innovative, flexible, includes a provision to best practice standards and with very competitive commercial pricing as well as competent technical qualities.

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

Price is not the only award criterion and all criteria are stated only in the procurement documents

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

Duration in months

60

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**

Action for Children (Afc) is pleased to invite you to tender for the provision of Insurance Broker Services. This procurement will consist of two stages: Stage 1 and Stage 2.

Bidders are required to submit the Stage 1 response by 25th June 2024 at 12 midday.

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## **Section III. Legal, economic, financial and technical information**

### **III.1) Conditions for participation**

#### **III.1.2) Economic and financial standing**

Selection criteria as stated in the procurement documents

#### **III.1.3) Technical and professional ability**

Selection criteria as stated in the procurement documents

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## **Section IV. Procedure**

### **IV.1) Description**

#### **IV.1.1) Type of procedure**

Restricted procedure

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

The procurement is covered by the Government Procurement Agreement: No

### **IV.2) Administrative information**

#### **IV.2.2) Time limit for receipt of tenders or requests to participate**

Date

25 June 2024

Local time

12:00pm

#### **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**

Duration in months: 3 (from the date stated for receipt of tender)

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## **Section VI. Complementary information**

### **VI.1) Information about recurrence**

This is a recurrent procurement: No

### **VI.2) Information about electronic workflows**

Electronic ordering will be used

Electronic invoicing will be accepted

Electronic payment will be used

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

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

Royal Courts of Justice

Strand

London

WC2A 2LL

Country

United Kingdom

#### **VI.4.2) Body responsible for mediation procedures**

Royal Courts of Justice

Strand

London

WC2A 2LL

Country

United Kingdom

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

Royal Courts of Justice

Strand

London

WC2A 2LL

Country

United Kingdom