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Contract

## **Provision of Insurance and Claims Handling- Trust**

East Renfrewshire Council

F03: Contract award notice

Notice identifier: 2024/S 000-019064

Procurement identifier (OCID): ocds-h6vhtk-0454e5

Published 20 June 2024, 2:46pm

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

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

East Renfrewshire Council

Eastwood HQ, Eastwood Park,

Giffnock

G46 6UG

#### **Email**

[debbie.hill@eastrenfrewshire.gov.uk](mailto:debbie.hill@eastrenfrewshire.gov.uk)

#### **Telephone**

+44 1415773669

#### **Country**

United Kingdom

#### **NUTS code**

UKM83 - Inverclyde, East Renfrewshire and Renfrewshire

**Internet address(es)**

Main address

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

Buyer's address

[https://www.publiccontractsscotland.gov.uk/search/Search\\_AuthProfile.aspx?ID=AA00183](https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA00183)

**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**

Provision of Insurance and Claims Handling- Trust

Reference number

ERC000390

**II.1.2) Main CPV code**

- 66510000 - Insurance services

**II.1.3) Type of contract**

Services

**II.1.4) Short description**

East Renfrewshire Council is inviting tenders, from suitably qualified companies for the

Provision of Insurance and Claims Handling- Trust. East Renfrewshire Council Leisure and Trust currently have a contract in place for insurance services. The current arrangement facilitates a combined ancillary policy (including claims handling) for:

Property damage/ business interruption/ money

Public and products liability

Employers Liability

Employee Dishonesty

Trustee and trust fund indemnity

Personal accident/ travel

This procurement will be conducted via the Public Contracts Scotland - Tender portal (PCS-T). We will apply a one stage Open procedure.

Bidders must self-certify their adherence to the conditions of participation via the SPD (Scotland) in PCS-T, and may be required to submit Means of Proof before contract award. Bidders must refer to the specific requirements listed in this Contract Notice when completing the SPD in PCS-T.

Sole supplier is required. Brokers should not apply.

The value shown in this notice is excluding Insurance Premium Tax / VAT.

#### **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: £190,000

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

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

NUTS codes

- UKM83 - Inverclyde, East Renfrewshire and Renfrewshire

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

East Renfrewshire Council is inviting tenders, from suitably qualified companies for the Provision of Insurance and Claims Handling- Trust. East Renfrewshire Council Leisure and Trust currently have a contract in place for insurance services. The current arrangement facilitates a combined ancillary policy (including claims handling) for:

Property damage/ business interruption/ money

Public and products liability

Employers Liability

Employee Dishonesty

Trustee and trust fund indemnity

Personal accident/ travel

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

Quality criterion - Name: Claims Handling / Weighting: 30

Quality criterion - Name: Staff Experience / Weighting: 15

Quality criterion - Name: Community Benefits / Weighting: 10

Quality criterion - Name: Fair Work Practices & Living Wage / Weighting: 5

Quality criterion - Name: Policy Cover / Weighting: 30

Quality criterion - Name: Carbon Footprint / Weighting: 5

Quality criterion - Name: Exit Strategy / Weighting: 5

Price - Weighting: 60

#### **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

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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: [2024/S 000-013330](#)

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

### **Contract No**

ERC000390

A contract/lot is awarded: Yes

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

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

19 June 2024

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

Number of tenders received: 1

Number of tenders received from SMEs: 0

Number of tenders received from tenderers from other EU Member States: 0

Number of tenders received from tenderers from non-EU Member States: 1

Number of tenders received by electronic means: 1

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

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

Zurich Municipal

St Vincent Plaza, 7th Floor, 319 St Vincent Street

Glasgow

G2 5LP

Country

United Kingdom

NUTS code

- UKM - Scotland

The contractor is an SME

No

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

Total value of the contract/lot: £190,000

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## **Section VI. Complementary information**

### **VI.3) Additional information**

Prompt Payment-The successful tenderer shall, as a condition of being awarded the contract, be required to demonstrate to the council's satisfaction that all funds due to the tenderer's permitted sub-contractors in respect of these services are paid timeously and that as a minimum invoices rendered by subcontractors shall(unless formally disputed by the tenderer)be paid within 30 days

of receipt. The successful tenderer shall also impose this condition on its subcontractors in respect of payments due to any sub-sub-contractors, if any.

The Council reserves the right to request copies of insurance certificates from bidders at any point during the contract period. Failure to supply the information within timeframe requested may result in your bid being rejected & the Council proceeding with the procurement exercise to the next appropriate bidder. Additional information pertaining to this contract notice is contained within the Tender documents. Applicants must ensure they read in line with this contract notice

The buyer is using PCS-Tender to conduct this ITT exercise. The Project code is 26530. For more information see:

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

(SC Ref:770115)

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

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

Paisley Sheriff Court and Justice of the Peace

Paisley

Country

United Kingdom