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Tender

Fine Art Insurance

City of London Corporation

F02: Contract notice

Notice identifier: 2021/S 000-019824

Procurement identifier (OCID): ocds-h6vhtk-02d4df

Published 13 August 2021, 10:45pm

Section I: Contracting authority

I.1) Name and addresses

City of London Corporation

Guildhall

London

EC2P 2EJ

Email

Oliqur.Chowdhury@cityoflondon.gov.uk

Telephone

+44 2076063030

Country

United Kingdom

NUTS code

UKI - London

Internet address(es)

Main address

www.cityoflondon.gov.uk

I.3) Communication

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

www.capitalesourcing.com

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

www.capitalesourcing.com

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

I.4) Type of the contracting authority

Regional or local authority

I.5) Main activity

General public services

Section II: Object

II.1) Scope of the procurement

II.1.1) Title

Fine Art Insurance

II.1.2) Main CPV code

- 66510000 - Insurance services

II.1.3) Type of contract

Services

II.1.4) Short description

The City of London Corporation (the City) seeks the provision of Fine Art Insurance. Further information in regards to this opportunity can be found in II.2.4) Description of the procurement field of this Notice refers.

Organisations wishing to take part in this project are invited to “express interest” which will give access to the Selection Questionnaire (SQ) and drafts of the procurement documents in the e-tendering system. Please see VI.3) Additional information for further information.

Any questions relating to this procurement must be made via the correspondence area in the e-Tendering system, in accordance with the procurement documents and can be addressed to the main contact as shown in the details above.

II.1.5) Estimated total value

Value excluding VAT: £700,000

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.2) Additional CPV code(s)

- 66515000 - Damage or loss insurance services

- 66515100 - Fire insurance services
- 66515200 - Property insurance services
- 66515300 - Weather and financial loss insurance services
- 66515400 - Weather-related insurance services

II.2.3) Place of performance

NUTS codes

- UK - United Kingdom
- UKI - London

II.2.4) Description of the procurement

The City of London Corporation (the City) seeks the provision of Fine Art Insurance. The procurement is being run as a Competitive Procedure with Negotiation. Any organisation that considers itself able to meet the requirements of the selection criteria within the Selection Questionnaire will be invited to submit a tender.

The description of the service is set out in the procurement documents, particularly the specification - available from: <https://www.capitalesourcing.com>

The City is seeking tender responses based upon a Long Term Agreement of 3 years with an option to extend for a further 2 years.

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

36

This contract is subject to renewal

Yes

Description of renewals

The City is looking for tender responses based upon a Long Term Agreement of 3 years

with an option to extend for a further 2 years, subject to performance, budgetary conditions and internal governance. The contract value stated is for the 5 year period.

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

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

Section IV. Procedure

IV.1) Description

IV.1.1) Type of procedure

Competitive procedure with negotiation

IV.1.4) Information about reduction of the number of solutions or tenders during negotiation or dialogue

Recourse to staged procedure to gradually reduce the number of solutions to be discussed or tenders to be negotiated

IV.1.5) Information about negotiation

The contracting authority reserves the right to award the contract on the basis of the initial tenders without conducting negotiations

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

16 September 2021

Local time

12:00pm

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

20 September 2021

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: 4 (from the date stated for receipt of tender)

Section VI. Complementary information

VI.1) Information about recurrence

This is a recurrent procurement: No

VI.3) Additional information

This procurement process is being conducted in successive stages and you will only be invited to submit an initial tender if you have been successful and shortlisted from the first stage, i.e. pre-qualification. If you wish to be considered you must complete and submit a completed Selection Questionnaire (SQ) by the specified closing date and time. Submissions cannot be uploaded after this return deadline.

Other than the Selection Questionnaire (SQ), the procurement documentation submitted at the date of this Notice is draft documentation and the Council reserves the right to amend, augment and supplement any document.

The contracting authority reserves the right at any time to vary the timescales in this notice, cease the procurement process and not award the contract or to award only part of the opportunity described in this notice. If the contracting authority takes up any of these rights then it will not be responsible for, or pay the expenses or losses, which may be incurred by any candidate or tenderer as a result. Economic operators are solely responsible for their costs and expenses incurred in connection with the preparation of their tender submissions and all stages throughout the procurement. Under no circumstances will the contracting authority be liable for costs or expense borne by the economic operators.

This tendering exercise is being undertaken using the electronic tendering system 'capitalEsourcing' (www.capitalesourcing.com). Suppliers will need to register an interest on the system in order to participate and registration is free.

The estimated value given at II.2.6) is for the full duration of the contract including the maximum possible extensions. The estimated annual contract value is therefore £140,000.

VI.4) Procedures for review

VI.4.1) Review body

High Court, Royal Courts of Justice

Strand

London

WC2A 2LL

Country

United Kingdom

VI.4.3) Review procedure

Precise information on deadline(s) for review procedures

The contracting authority will enter into this contract following a 10 calendar day standstill period starting on the day after the notification of the result. The Public Contracts Regulations 2015 provide for aggrieved parties who have been harmed or who are at risk of harm by a breach of the Regulations to bring proceedings in the High Court. Any such proceedings must be brought within the limitation period specified by the Regulations according to the remedy sought.

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

High Court, Royal Courts of Justice

Strand

London

Country

United Kingdom