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Tender

Insurances Services including claims handling

HTS (Property and Environment) Limited

F02: Contract notice

Notice identifier: 2024/S 000-025954

Procurement identifier (OCID): ocds-h6vhtk-048b2c

Published 15 August 2024, 12:20pm

The closing date and time has been changed to:

30 September 2024, 12:00pm

See the [change notice](#).

Section I: Contracting authority

I.1) Name and addresses

HTS (Property and Environment) Limited

231 Baldwins Lane, Croxley Green

Rickmansworth

WD3 3LH

Contact

Neil Rowland

Email

Neil.rowland@htsgroupltd.co.uk

Telephone

+44 1279446944

Country

United Kingdom

NUTS code

UK - United Kingdom

Internet address(es)

Main address

<https://www.htsgroupltd.co.uk>

Buyer's address

https://www.mytenders.co.uk/search/Search_AuthProfile.aspx?ID=AA42833

I.2) Information about joint procurement

The contract is awarded by a central purchasing body

I.3) Communication

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

<https://www.mytenders.co.uk>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<https://www.mytenders.co.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.mytenders.co.uk>

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

Insurances Services including claims handling

II.1.2) Main CPV code

- 66510000 - Insurance services

II.1.3) Type of contract

Services

II.1.4) Short description

It is the intention of HTS (Property & Environment) Limited to tender its insurance programme due for renewal on 1st February 2025.

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

Property

Lot No

1

II.2.2) Additional CPV code(s)

- 66515200 - Property insurance services

II.2.3) Place of performance

NUTS codes

- UKH3 - Essex

II.2.4) Description of the procurement

Property

* material damage "All Risk"

* Business Interruption

* Goods in Transit

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

Start date

1 February 2025

End date

31 January 2027

This contract is subject to renewal

Yes

Description of renewals

The Contract will run for two years with an option to extend for a further three years, 1+1+1 making five years in total.

II.2.10) Information about variants

Variants will be accepted: Yes

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) Description

II.2.1) Title

Construction (Annual)

Lot No

2

II.2.2) Additional CPV code(s)

- 66513200 - Contractor's all-risk insurance services

II.2.3) Place of performance

NUTS codes

- UKH3 - Essex

II.2.4) Description of the procurement

Contractors All Risks

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

Start date

1 February 2025

End date

31 January 2027

This contract is subject to renewal

Yes

Description of renewals

The Contract will run for two years with an option to extend for a further three years, 1+1+1 making five years in total

II.2.10) Information about variants

Variants will be accepted: Yes

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) Description

II.2.1) Title

Casualty

Lot No

3

II.2.2) Additional CPV code(s)

- 66516000 - Liability insurance services

II.2.3) Place of performance

NUTS codes

- UKH3 - Essex

II.2.4) Description of the procurement

Casualty

- * Employers Liability
- * Public/Products Liability
- * Professional Indemnity
- * Fidelity Guarantee

II.2.5) Award criteria

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

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1 February 2025

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31 January 2027

This contract is subject to renewal

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Description of renewals

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II.2.10) Information about variants

Variants will be accepted: Yes

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) Description

II.2.1) Title

Computer

Lot No

4

II.2.2) Additional CPV code(s)

- 66515200 - Property insurance services

II.2.3) Place of performance

NUTS codes

- UKH3 - Essex

II.2.4) Description of the procurement

Computer

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

Start date

1 February 2025

End date

31 January 2027

This contract is subject to renewal

Yes

Description of renewals

The Contract will run for two years with an option to extend for a further three years, 1+1+1 making five years in total.

II.2.10) Information about variants

Variants will be accepted: Yes

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) Description

II.2.1) Title

Motor Fleet

Lot No

5

II.2.2) Additional CPV code(s)

- 66514110 - Motor vehicle insurance services

II.2.3) Place of performance

NUTS codes

- UKH3 - Essex

II.2.4) Description of the procurement

Motor Fleet

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

Start date

1 February 2025

End date

31 January 2027

This contract is subject to renewal

Yes

Description of renewals

The Contract will run for two years with an option to extend for a further three years, 1+1+1 making five years in total.

II.2.10) Information about variants

Variants will be accepted: Yes

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) Description

II.2.1) Title

Package

Lot No

6

II.2.2) Additional CPV code(s)

- 66513200 - Contractor's all-risk insurance services
- 66514110 - Motor vehicle insurance services
- 66515200 - Property insurance services
- 66516000 - Liability insurance services

II.2.3) Place of performance

NUTS codes

- UKH3 - Essex

II.2.4) Description of the procurement

Package

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

Start date

1 February 2025

End date

31 January 2027

This contract is subject to renewal

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Description of renewals

The Contract will run for two years with an option to extend for a further three years, 1+1+1 making five years in total.

II.2.10) Information about variants

Variants will be accepted: Yes

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.1.1) Suitability to pursue the professional activity, including requirements relating to enrolment on professional or trade registers

List and brief description of conditions

This tender is open only to insurance companies and Managing General Agents regulated by the Financial Conduct Authority and Market Act 2000, Insurance Companies Act 1982 and any other statutory modifications thereof. Insurance companies and MGA's may provide terms through an intermediary/broker. For the avoidance of doubt this competition does not include a requirement for insurance broking services and placement of coverage will be by Gallagher with the bidding Insurers/MGA and not via the introducing intermediary. Evaluation will be undertaken as referred to within the ITT document

III.1.2) Economic and financial standing

List and brief description of selection criteria

Applicants are requested to provide with their letter of application details of their financial standing, including confirmation of company registration number and the company address. Applicants may be asked for further information if HTS feels it is necessary. The financial assessment will be based upon a credit check and review of the supplied accounts in relation to the value of business for the lot(s) applied for.

Minimum level(s) of standards possibly required

Bidders must hold an AM Best rating of BBB+ or equivalent. In addition they must be able to demonstrate a minimum turnover of 15 times the estimated contract value for this procurement and must be able evidence a positive net worth if requested to do so.

III.1.3) Technical and professional ability

Selection criteria as stated in the procurement documents

III.2) Conditions related to the contract

III.2.2) Contract performance conditions

Refer to procurement documents

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

Originally published as:

Date

25 September 2024

Local time

12:00pm

Changed to:

Date

30 September 2024

Local time

12:00pm

See the [change notice](#).

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: 24 December 2024

IV.2.7) Conditions for opening of tenders

Date

26 September 2024

Local time

8:00am

Place

HTS Offices

Information about authorised persons and opening procedure

Neil Rowland

Section VI. Complementary information

VI.1) Information about recurrence

This is a recurrent procurement: No

VI.2) Information about electronic workflows

Electronic invoicing will be accepted

Electronic payment will be used

VI.3) Additional information

NOTE: To register your interest in this notice and obtain any additional information please visit the myTenders Web Site at https://www.mytenders.co.uk/Search/Search_Switch.aspx?ID+217726. The buyer has indicated that it will accept electronic responses to this notice via the Postbox facility. A user guide is available at https://www.mytenders.co.uk/sitehelp/help_guide.aspx. Suppliers are advised to allow adequate time for uploading documents and to dispatch the electronic response well in advance of the closing time to avoid any last minute problems. (MT REF:217726)

NOTE: To register your interest in this notice and obtain any additional information please visit the myTenders Web Site at https://www.mytenders.co.uk/Search/Search_Switch.aspx?ID=217726.

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NOTE: To register your interest in this notice and obtain any additional information please visit the myTenders Web Site at https://www.mytenders.co.uk/Search/Search_Switch.aspx?ID=232571.

The buyer has indicated that it will accept electronic responses to this notice via the Postbox facility. A user guide is available at https://www.mytenders.co.uk/sitehelp/help_guides.aspx.

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electronic response well in advance of the closing time to avoid any last minute problems.

(MT Ref:232571)

VI.4) Procedures for review

VI.4.1) Review body

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