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Tender

Tender for Insurance Coverage and Associated Services

Harlow District Council

F02: Contract notice

Notice identifier: 2024/S 000-026957

Procurement identifier (OCID): ocds-h6vhtk-049340

Published 23 August 2024, 8:43am

Section I: Contracting authority

I.1) Name and addresses

Harlow District Council

Civic Centre, Water Gardens

Harlow Essex

CM20 1WG

Contact

Carolyn Livingstone

Email

admin.legal@harlow.gov.uk

Telephone

+44 1279446174

Country

United Kingdom

NUTS code

UKH3 - Essex

Internet address(es)

Main address

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

Buyer's address

https://www.mytenders.co.uk/search/Search_AuthProfile.aspx?ID=AA0086

I.3) Communication

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

www.MyTenders.org

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

www.MyTenders.org

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

Tender for Insurance Coverage and Associated Services

Reference number

24/046

II.1.2) Main CPV code

- 66510000 - Insurance services

II.1.3) Type of contract

Services

II.1.4) Short description

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 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 Insurances/MGA and not via the introducing intermediary. Evaluation will be undertaken in accordance with the ITT document.

II.1.5) Estimated total value

Value excluding VAT: £4,500,000

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

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

Main site or place of performance

Harlow, Essex

II.2.4) Description of the procurement

Material Damage

Business Interruption

Money

Specified All Risks

Theft

Construction (annual)

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 April 2025

End date

31 March 2030

This contract is subject to renewal

No

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

Property Owners

Lot No

2

II.2.2) Additional CPV code(s)

- 66515200 - Property insurance services

II.2.3) Place of performance

NUTS codes

- UKH3 - Essex

Main site or place of performance

Harlow, Essex

II.2.4) Description of the procurement

Property Owners

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 April 2025

End date

31 March 2030

This contract is subject to renewal

No

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

Main site or place of performance

Harlow, Essex

II.2.4) Description of the procurement

Employer's Liability

Public/Products Liability

Officials Indemnity

Liable & Slander

Land Charges

Public Health Act

Professional Indemnity

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

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End date

31 March 2030

This contract is subject to renewal

No

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

Crime

Lot No

4

II.2.2) Additional CPV code(s)

- 66510000 - Insurance services

II.2.3) Place of performance

NUTS codes

- UKH3 - Essex

Main site or place of performance

Harlow, Essex

II.2.4) Description of the procurement

Crime

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 April 2025

End date

31 March 2030

This contract is subject to renewal

No

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

Personal Accident/Business Travel

Lot No

5

II.2.2) Additional CPV code(s)

- 66510000 - Insurance services

II.2.3) Place of performance

NUTS codes

- UKH3 - Essex

Main site or place of performance

Harlow, Essex

II.2.4) Description of the procurement

Personal Accident/Business Travel

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 April 2025

End date

31 March 2030

This contract is subject to renewal

No

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

6

II.2.2) Additional CPV code(s)

- 66515200 - Property insurance services

II.2.3) Place of performance

NUTS codes

- UKH3 - Essex

Main site or place of performance

Harlow, 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 April 2025

End date

31 March 2030

This contract is subject to renewal

No

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

Engineering Inspection and Insurance

Lot No

7

II.2.2) Additional CPV code(s)

- 66519200 - Engineering insurance services

II.2.3) Place of performance

NUTS codes

- UKH3 - Essex

Main site or place of performance

Harlow, Essex

II.2.4) Description of the procurement

Engineering Inspection

Engineering Insurance

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 April 2025

End date

31 March 2030

This contract is subject to renewal

No

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

8

II.2.2) Additional CPV code(s)

- 66514110 - Motor vehicle insurance services

II.2.3) Place of performance

NUTS codes

- UKH3 - Essex

Main site or place of performance

Harlow, 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 April 2025

End date

31 March 2030

This contract is subject to renewal

No

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.1.2) 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

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

Date

4 October 2024

Local time

12:00pm

IV.2.4) Languages in which tenders or requests to participate may be submitted

English

IV.2.7) Conditions for opening of tenders

Date

4 October 2024

Local time

12:30pm

Place

Harlow Civic Centre

Information about authorised persons and opening procedure

Corporate Procurement (via MyTenders PostBox)

Section VI. Complementary information

VI.1) Information about recurrence

This is a recurrent procurement: No

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=232619.

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.

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:232619)

VI.4) Procedures for review

VI.4.1) Review body

Public Procurement Review Service

Cabinet Office

London

Email

publicprocurementreview@cabinetoffice.gov.uk

Telephone

+44 3450103503

Country

United Kingdom

Internet address

<https://www.gov.uk/government/publications/public-procurement-review-service-scope-and-remit>

VI.4.3) Review procedure

Precise information on deadline(s) for review procedures

It is envisaged that the Standstill Period will commence on 10 December.

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

Harlow District Council

Civic Centre

Harlow

CM20 1WG

Email

tina.mcdermott@harlow.gov.uk

Telephone

+44 1279446172

Country

United Kingdom