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Contract

## **Block Insurance Policy for People Directly Employing Personal Assistants**

Norfolk County Council

F03: Contract award notice

Notice identifier: 2024/S 000-026984

Procurement identifier (OCID): ocids-h6vhtk-047dff

Published 23 August 2024, 10:30am

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

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

Norfolk County Council

County Hall, Martineau Lane

Norwich

NR1 2DH

#### **Email**

[sourcingteam@norfolk.gov.uk](mailto:sourcingteam@norfolk.gov.uk)

#### **Country**

United Kingdom

#### **NUTS code**

UKH15 - Norwich and East Norfolk

#### **Internet address(es)**

Main address

[www.norfolk.gov.uk](http://www.norfolk.gov.uk)

Buyer's address

<https://in-tendhost.co.uk/norfolkcc/asp/Home>

#### **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**

Block Insurance Policy for People Directly Employing Personal Assistants

Reference number

NCCT42994

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

- 66510000 - Insurance services

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

Services

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

Norfolk County Council (NCC) provides direct payments for approximately 4000 service users. NCC has approximately 1500 service users who employ Personal Assistants and Carers including self-employed Personal Assistants and Carers who do not hold insurance or do not hold adequate insurance. Each Service User on average has two personal assistants. Service Users (or their chosen representative) who employ a Personal Assistant (Carer) are required to hold Employer and Public Liability

insurance. NCC is seeking to put in place a block insurance policy for all service users employing Personal Assistants or Carers.

#### **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: £250,000

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

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

- 66510000 - Insurance services
- 66512100 - Accident insurance services
- 66516000 - Liability insurance services
- 66516400 - General liability insurance services

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

NUTS codes

- UKH17 - Breckland and South Norfolk
- UKH16 - North and West Norfolk
- UKH15 - Norwich and East Norfolk

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

Norfolk County Council (NCC) provides direct payments for approximately 4000 service users. NCC has approximately 1500 service users who employ Personal Assistants and Carers including self-employed Personal Assistants and Carers who do not hold insurance or do not hold adequate insurance. Each Service User on average has two personal assistants. Service Users (or their chosen representative) who employ a Personal Assistant (Carer) are required to hold Employer and Public Liability insurance. NCC is seeking to put in place a block insurance policy for all service users employing Personal Assistants or Carers.

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

Price

### **II.2.11) Information about options**

Options: Yes

Description of options

There is an option to extend the contract by a further 48 months.

### **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**

The values included in this notice are estimates only and are for the initial 3 year term of the contract. The exact amount will depend on the number of policies the Council requires.

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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 000-021956](#)

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

### **Contract No**

NCCT42994

### **Title**

Block Insurance Policy for People Directly Employing Personal Assistants

A contract/lot is awarded: Yes

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

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

23 August 2024

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

Number of tenders received: 1

Number of tenders received from SMEs: 1

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**

Fish Insurance Ltd

Lancashire

Country

United Kingdom

NUTS code

- UKD4 - Lancashire

National registration number

09900466

The contractor is an SME

Yes

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

Initial estimated total value of the contract/lot: £250,000

Total value of the contract/lot: £250,000

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## **Section VI. Complementary information**

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

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

nplaw ( part of Norfolk County Council)

County Hall, Martineau Lane

Norwich

Country

United Kingdom