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Tender

Insurance Brokerage Services

MUTUAL ENERGY LIMITED

UK4: Tender notice - Procurement Act 2023 - [view information about notice types](#)

Notice identifier: 2025/S 000-028390

Procurement identifier (OCID): ocds-h6vhtk-0528a8 ([view related notices](#))

Published 29 May 2025, 11:08am

Scope

Description

The purpose of this tender process is to provide MEL with the most advantageous Tenderer for the services of an Insurance Broker.

This stage, the Invitation to Tender (“ITT”), is issued as part of a single-stage open procedure for the procurement of an Insurance Broker. The purpose of this ITT is to invite interested and qualified suppliers to submit their tenders for the provision of the Services (including brokerage and ad-hoc insurance consultancy services).

Total value (estimated)

- £749,999 excluding VAT
- £749,999 including VAT

Above the relevant threshold

Contract dates (estimated)

- 1 August 2025 to 1 August 2028
- Possible extension to 1 August 2032
- 7 years, 1 day

Description of possible extension:

Option to extend by 2 years and then 2 years again (so total possible contract duration of 7 years)

Main procurement category

Services

CPV classifications

- 66510000 - Insurance services
- 66518100 - Insurance brokerage services
- 66519310 - Insurance consultancy services

Contract locations

- UKN - Northern Ireland

Submission

Enquiry deadline

26 June 2025, 1:00pm

Tender submission deadline

3 July 2025, 1:00pm

Submission address and any special instructions

<https://in-tendhost.co.uk/mutual-energy.aspx/Tenders/Current>

Please express interest in the brokerage tender via our In Tend tender portal where you can register and download the tender documents.

Tenders may be submitted electronically

Yes

Languages that may be used for submission

English

Award decision date (estimated)

26 July 2025

Award criteria

Name	Description	Type
Simple description	Full details on the award criteria are available in the tender documents	Price

Weighting description

Full details on the award criteria are available in the tender documents

Other information

Conflicts assessment prepared/revised

Yes

Procedure

Procedure type

Open procedure

Special regime

Utilities

Documents

Associated tender documents

<https://in-tendhost.co.uk/mutual-energy/asp/ProjectManage/27>

Please see our tender portal (<https://in-tendhost.co.uk/mutual-energy/asp/Tenders/Current>) in order to express interest, register and download the tender documents

Contracting authority

MUTUAL ENERGY LIMITED

- Companies House: NI053759

First Floor

85 Ormeau Road

BT7 1SH

United Kingdom

Contact name: Hannah Keery

Email: Hannah.Keery@mutual-energy.com

Website: <https://in-tendhost.co.uk/mutual-energy/asp/Tenders/Current>

Region: UKN06 - Belfast

Organisation type: Private utility

Devolved regulations that apply: Northern Ireland