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Tender

DfC - Sport NI - Provision of Insurance and Brokerage Services (ID 4898348)

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Sport NI

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F02: Contract notice

Notice identifier: 2023/S 000-028412

Procurement identifier (OCID): ocids-h6vhtk-0403f7

Published 26 September 2023, 4:27pm

Section I: Contracting authority

I.1) Name and addresses

DfC - Sport NI

2a Upper Malone Road

BELFAST

BT9 5LA

Contact

Collaboration.CPDfinance-ni.gov.uk

Email

collaboration.cpd@finance-ni.gov.uk

Country

United Kingdom

Region code

UK - United Kingdom

Internet address(es)

Main address

<https://etendersni.gov.uk/epps>

Buyer's address

<https://etendersni.gov.uk/epps>

I.1) Name and addresses

Sport NI

House of Sport, 2a Upper Malone Road

Belfast

BT9 5LA

Email

collaboration.cpd@finance-ni.gov.uk

Country

United Kingdom

Region code

UK - United Kingdom

Internet address(es)

Main address

<https://etendersni.gov.uk/epps>

Buyer's address

<https://etendersni.gov.uk/epps>

I.1) Name and addresses

DfC - Sport NI

Upper Malone Road

Belfast

BT9 5LA

Email

Collaboration.cpd@finance-ni.gov.uk

Country

United Kingdom

Region code

UKN - Northern Ireland

Internet address(es)

Main address

<https://etendersni.gov.uk/epps>

I.2) Information about joint procurement

The contract involves 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://etendersni.gov.uk/epps>

Additional information can be obtained from the above-mentioned address

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

I.4) Type of the contracting authority

Body governed by public law

I.5) Main activity

General public services

Section II: Object

II.1) Scope of the procurement

II.1.1) Title

DfC - Sport NI - Provision of Insurance and Brokerage Services (ID 4898348)

II.1.2) Main CPV code

- 66510000 - Insurance services

II.1.3) Type of contract

Services

II.1.4) Short description

The Department for Communities (DfC) - Sport NI wishes to appoint a provider for the provision of Insurance and Brokerage Services. The purpose of this competition will be to service the insurance needs of Sport NI.

II.1.5) Estimated total value

Value excluding VAT: £129,802

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.2) Additional CPV code(s)

- 66518100 - Insurance brokerage services

II.2.3) Place of performance

NUTS codes

- UKN - Northern Ireland

II.2.4) Description of the procurement

The Department for Communities (DfC) - Sport NI wishes to appoint a provider for the provision of Insurance and Brokerage Services. The purpose of this competition will be to service the insurance needs of Sport NI.

II.2.5) Award criteria

Price

II.2.6) Estimated value

Value excluding VAT: £129,802

II.2.7) Duration of the contract, framework agreement or dynamic purchasing system

Duration in months

24

This contract is subject to renewal

Yes

Description of renewals

upon contract expiry

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 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

31 October 2023

Local time

3:00pm

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: 29 January 2024

IV.2.7) Conditions for opening of tenders

Date

31 October 2023

Local time

3:30pm

Section VI. Complementary information

VI.1) Information about recurrence

This is a recurrent procurement: Yes

Estimated timing for further notices to be published: A new contract will be required to be in place upon contract expiry (31/03/2026)

VI.3) Additional information

Contract monitoring: the successful contractor's performance on the contract will be regularly monitored. Contractors not delivering on contract requirements is a serious matter. It means the public purse is not getting what it is paying for. If a contractor fails to reach satisfactory levels of contract performance they will be given a specified time to improve. If, after the specified time, they still fail to reach satisfactory levels of contract performance, the matter will be escalated to senior management in construction and procurement delivery. (CPD) for further action. If this occurs and their performance still does not improve to satisfactory levels within the specified period, this may be considered grounds for termination of the contract at your expense as provided for in the Conditions of Contract. In lieu of termination, CPD may issue a Notice of Written Warning or a Notice of Unsatisfactory Performance. A supplier in receipt of multiple Notices of Written Warning or a Notice of Unsatisfactory Performance may, in accordance with The Public Contracts Regulations 2015 (as amended), be excluded from future public procurement competitions for a period of up to three years.

VI.4) Procedures for review

VI.4.1) Review body

The UK does not have any such bodies with responsibility for review/appeal or mediation procedures

Belfast

Country

United Kingdom

VI.4.3) Review procedure

Precise information on deadline(s) for review procedures

CPD will comply with the Public Contracts Regulations 2015 (as amended) and, where

appropriate, will incorporate a standstill period (i.e. a minimum of 10 calendar days) at the point information is communicated to tenderers. That notification will provide full information on the award decision. This provides time for the unsuccessful tenderers to challenge the award decision before the contract is entered into.