

This is a published notice on the Find a Tender service: <https://www.find-tender.service.gov.uk/Notice/028445-2022>

Tender

Insurance and Related Services for The Guinness Partnership

The Guinness Partnership Ltd

F02: Contract notice

Notice identifier: 2022/S 000-028445

Procurement identifier (OCID): ocids-h6vhtk-037475

Published 10 October 2022, 3:21pm

Section I: Contracting authority

I.1) Name and addresses

The Guinness Partnership Ltd

Bower House, 1 Stable Street

Oldham

OL9 7LH

Contact

Callie Barry

Email

Callie.Barry@guinness.org.uk

Telephone

+44 2038190094

Country

United Kingdom

Region code

UKC - North East (England)

Internet address(es)

Main address

<http://www.guinnesspartnership.com/>

Buyer's address

<http://www.guinnesspartnership.com/>

I.3) Communication

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

<https://procontract.due-north.com>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<https://procontract.due-north.com>

I.4) Type of the contracting authority

Body governed by public law

I.5) Main activity

Housing and community amenities

Section II: Object

II.1) Scope of the procurement

II.1.1) Title

Insurance and Related Services for The Guinness Partnership

Reference number

DN635048

II.1.2) Main CPV code

- 66510000 - Insurance services

II.1.3) Type of contract

Services

II.1.4) Short description

The Guinness Partnership require insurance related services for the following areas:

Lot 1 - Main Programme. Insurance and related services for Property, legal liability and other general (non-life) insurable risks

Lot 2 - Insurance and related services for Motor vehicle risks (possibly including Motor Legal Expenses and Occasional Business Use)

Lot 3 - Insurance and related services associated with Cyber risks

Lot 4 - Insurance and related services associated with Terrorism Risks

Potential suppliers must make costed proposals for insurance arrangements which meet our insurance, risk management and servicing needs in the most appropriate and cost-effective way.

Minimum Requirements

Bidders must be able to meet the following minimum requirements:

- the financial ability to deliver the programme, including insurers with a minimum rating of “B++” from Standard & Poor, or an equivalent rating by an independent and reputable credit rating agency and approved by the bidder’s market security committee.

- the ability to provide the Contracting Authority with a choice of suitable insurers and/or suitable cover options
- a skilled and competent service team, which includes client relationship management, insurance claims management, insurance broking / underwriting and insurable risk managers
- the delivery of quality service to the Contracting Authority and our clients, including that provided to us by any third-party contractor employed by you or by the Insurer(s) you propose

Full Service Specification for all Lots can be found in Section 4 Specification of the 'Draft ITT Main Body' Document available with this Contract Notice

Estimated annual value for all LOTs is £8.675m per annum.

II.1.5) Estimated total value

Value excluding VAT: £43,375,000

II.1.6) Information about lots

This contract is divided into lots: Yes

Tenders may be submitted for all lots

Maximum number of lots that may be awarded to one tenderer: 4

The contracting authority reserves the right to award contracts combining the following lots or groups of lots:

The contracting authority reserves the right to award contracts combining the following lots or groups of lots: Lots 1 - 4.

Lots 1- 4 will be individually evaluated, and multiple awards may result. Where the Tenderer is an Insurance Broker, it may choose to place the insurance(s) required within each Lot with different insurers at its discretion, but full details of the risk carrier(s) will be required.

II.2) Description

II.2.1) Title

Main Programme. Insurance and related services for Property, legal liability and other

general (non-life) insurable risks

Lot No

1

II.2.2) Additional CPV code(s)

- 66513100 - Legal expenses insurance services
- 66513200 - Contractor's all-risk insurance services
- 66515100 - Fire insurance services
- 66515200 - Property insurance services
- 66515410 - Financial loss insurance services
- 66515411 - Pecuniary loss insurance services
- 66516400 - General liability insurance services
- 66516500 - Professional liability insurance services
- 66517300 - Risk management insurance services
- 66518000 - Insurance brokerage and agency services

II.2.3) Place of performance

NUTS codes

- UK - United Kingdom

II.2.4) Description of the procurement

A programme of General (non-life) insurance and related services for The

Guinness Partnership. The programme will require Insurance and related services for risks that may include but not be limited to: property damage and business interruption, employers, public, products and property owners' liability, business combined/office, money, all risks, computer, contract works, group personal accident, professional indemnity, fidelity guarantee/crime and employment practices liability. This list is to be decided at the sole discretion

of The Guinness Partnership.

This Lot excludes: Motor (See Lot 2), Cyber (See Lot 3), Terrorism (See Lot 4)

II.2.5) Award criteria

Quality criterion - Name: Quality - Price is not the only award criterion and all criteria are stated only in the procurement documents / Weighting: 40

Price - Weighting: 60

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

Start date

1 June 2023

End date

31 May 2026

This contract is subject to renewal

Yes

Description of renewals

The Guinness Partnership will consider entering into long term agreements with the successful bidder and/or the risk carriers proposed by the bidder, for 3 years (or 3 periods of insurance), with the option to extend the award period by up to 2 further years (or 2 periods of insurance), subject to satisfactory service, performance and cost.

II.2.9) Information about the limits on the number of candidates to be invited

Envisaged number of candidates: 5

Objective criteria for choosing the limited number of candidates:

Objective criteria for choosing the limited number of candidates:

The Guinness Partnership has a preference to invite a minimum of 5 Organisations for each of the relevant lots. However, in circumstances where the final evaluation scores are sufficiently close to one another, The Guinness Partnership may, at its discretion, invite further Organisations to tender where:

- a) If any Organisation's total score out of 100 for the SQ is within 3 points or less of the lowest-ranked Organisation to be invited to tender (i.e. the 5th-ranked), The Guinness Partnership may invite those Organisation(s) to tender as additional Organisations; and/or
- b) If any further Organisation's score is within 1 point of the lowest-ranked additional Organisation invited (as per point a), Guinness may also invite those Organisation(s) to tender as further additional Organisations; but
- c) Neither of points a nor b shall apply to any Organisation who's overall final SQ score is less than exactly 55 out of the 100 available total marks.

II.2.10) Information about variants

Variants will be accepted: No

II.2.11) Information about options

Options: Yes

Description of options

The Contracting Authority may also consider additional cover or excess options that are recommended in potential suppliers' bids.

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 Guinness Partnership is looking to award to one supplier for this LOT to deliver the required services to The Guinness Partnership and its Subsidiaries.

II.2) Description

II.2.1) Title

Insurance and related services for Motor vehicle risks (possibly including Motor Legal Expenses and Occasional Business Use)

Lot No

2

II.2.2) Additional CPV code(s)

- 66514110 - Motor vehicle insurance services
- 66516100 - Motor vehicle liability insurance services
- 66517300 - Risk management insurance services
- 66518000 - Insurance brokerage and agency services

II.2.3) Place of performance

NUTS codes

- UKC - North East (England)
- UKD - North West (England)
- UKE - Yorkshire and the Humber
- UKF - East Midlands (England)
- UKG - West Midlands (England)
- UKH - East of England
- UKI - London
- UKJ - South East (England)
- UKK - South West (England)

II.2.4) Description of the procurement

Insurance and related services for motor vehicle risks (possibly including motor legal expenses and occasional business use extensions).

II.2.5) Award criteria

Quality criterion - Name: Quality - Price is not the only award criterion and all criteria are

stated only in the procurement documents / Weighting: 40

Price - Weighting: 60

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

Start date

1 June 2023

End date

31 May 2026

This contract is subject to renewal

Yes

Description of renewals

The Guinness Partnership will consider entering into long term agreements with the successful bidder

and/or the risk carriers proposed by the bidder, for 3 years (or 3 periods of insurance), with the option to extend the award period by up to 2 further years (or 2 periods of insurance), subject to satisfactory service, performance and cost.

II.2.9) Information about the limits on the number of candidates to be invited

Envisaged number of candidates: 5

Objective criteria for choosing the limited number of candidates:

Objective criteria for choosing the limited number of candidates:

The Guinness Partnership has a preference to invite a minimum of 5 Organisations for each of the relevant lots. However, in circumstances where the final evaluation scores are sufficiently close to one another, The Guinness Partnership may, at its discretion, invite further Organisations to tender where:

- a) If any Organisation's total score out of 100 for the SQ is within 3 points or less of the lowest-ranked Organisation to be invited to tender (i.e. the 5th-ranked), The Guinness Partnership may invite those Organisation(s) to tender as additional Organisations; and/or
- b) If any further Organisation's score is within 1 point of the lowest-ranked additional Organisation invited (as per point a), Guinness may also invite those Organisation(s) to tender as further additional Organisations; but
- c) Neither of points a nor b shall apply to any Organisation who's overall final SQ score is less than exactly 55 out of the 100 available total marks.

II.2.10) Information about variants

Variants will be accepted: No

II.2.11) Information about options

Options: Yes

Description of options

The Contracting Authority may also consider additional cover or excess options that are recommended in potential suppliers' bids.

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 Guinness Partnership is looking to award to one supplier for this LOT to deliver the required services to The Guinness Partnership and its Subsidiaries.

II.2) Description

II.2.1) Title

Insurance and related services associated with Cyber risks for The Guinness Partnership

Lot No

3

II.2.2) Additional CPV code(s)

- 66515000 - Damage or loss insurance services
- 66515410 - Financial loss insurance services
- 66516000 - Liability insurance services
- 66517300 - Risk management insurance services
- 66518000 - Insurance brokerage and agency services

II.2.3) Place of performance

NUTS codes

- UKC - North East (England)
- UKD - North West (England)
- UKE - Yorkshire and the Humber
- UKF - East Midlands (England)
- UKG - West Midlands (England)
- UKH - East of England
- UKI - London
- UKJ - South East (England)
- UKK - South West (England)

II.2.4) Description of the procurement

Insurance and related services associated with Cyber risks for The Guinness Partnership.

II.2.5) Award criteria

Quality criterion - Name: Quality - Price is not the only award criterion and all criteria are stated only in the procurement documents / Weighting: 40

Price - Weighting: 60

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

Start date

1 June 2023

End date

31 May 2026

This contract is subject to renewal

Yes

Description of renewals

The Guinness Partnership will consider entering into long term agreements with the successful bidder

and/or the risk carriers proposed by the bidder, for 3 years (or 3 periods of insurance), with the option to extend the award period by up to 2 further years (or 2 periods of insurance), subject to satisfactory service, performance and cost.

II.2.9) Information about the limits on the number of candidates to be invited

Envisaged number of candidates: 5

Objective criteria for choosing the limited number of candidates:

Objective criteria for choosing the limited number of candidates:

The Guinness Partnership has a preference to invite a minimum of 5 Organisations for each of the relevant lots. However, in circumstances where the final evaluation scores are sufficiently close to one another, The Guinness Partnership may, at its discretion, invite further Organisations to tender where:

- a) If any Organisation's total score out of 100 for the SQ is within 3 points or less of the lowest-ranked Organisation to be invited to tender (i.e. the 5th-ranked), The Guinness Partnership may invite those Organisation(s) to tender as additional Organisations; and/or
- b) If any further Organisation's score is within 1 point of the lowest-ranked additional Organisation invited (as per point a), Guinness may also invite those Organisation(s) to tender as further additional Organisations; but
- c) Neither of points a nor b shall apply to any Organisation who's overall final SQ score is less than exactly 55 out of the 100 available total marks.

II.2.10) Information about variants

Variants will be accepted: No

II.2.11) Information about options

Options: Yes

Description of options

The Contracting Authority may also consider additional cover or excess options that are recommended in potential suppliers' bids.

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

Insurance and related services associated with Terrorism Risks for The Guinness Partnership

Lot No

4

II.2.2) Additional CPV code(s)

- 66000000 - Financial and insurance services
- 66516000 - Liability insurance services
- 66516400 - General liability insurance services
- 66516500 - Professional liability insurance services
- 66517300 - Risk management insurance services
- 66518000 - Insurance brokerage and agency services

II.2.3) Place of performance

NUTS codes

- UKC - North East (England)
- UKD - North West (England)
- UKE - Yorkshire and the Humber
- UKF - East Midlands (England)
- UKG - West Midlands (England)
- UKH - East of England
- UKI - London
- UKJ - South East (England)
- UKK - South West (England)

II.2.4) Description of the procurement

Insurance and related services associated with Terrorism risks for The Guinness Partnership

II.2.5) Award criteria

Quality criterion - Name: Quality - Price is not the only award criterion and all criteria are stated only in the procurement documents / Weighting: 40

Price - Weighting: 60

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

Start date

1 June 2023

End date

31 May 2026

This contract is subject to renewal

Yes

Description of renewals

The Guinness Partnership will consider entering into long term agreements with the successful bidder and/or the risk carriers proposed by the bidder, for 3 years (or 3 periods of insurance), with the option to extend the award period by up to 2 further years (or 2 periods of insurance), subject to satisfactory service, performance and cost.

II.2.9) Information about the limits on the number of candidates to be invited

Envisaged number of candidates: 5

Objective criteria for choosing the limited number of candidates:

Objective criteria for choosing the limited number of candidates:

The Guinness Partnership has a preference to invite a minimum of 5 Organisations for each of the relevant lots. However, in circumstances where the final evaluation scores are

sufficiently close to one another, The Guinness Partnership may, at its discretion, invite further Organisations to tender where:

- a) If any Organisation's total score out of 100 for the SQ is within 3 points or less of the lowest-ranked Organisation to be invited to tender (i.e. the 5th-ranked), The Guinness Partnership may invite those Organisation(s) to tender as additional Organisations; and/or
- b) If any further Organisation's score is within 1 point of the lowest-ranked additional Organisation invited (as per point a), Guinness may also invite those Organisation(s) to tender as further additional Organisations; but
- c) Neither of points a nor b shall apply to any Organisation who's overall final SQ score is less than exactly 55 out of the 100 available total marks.

II.2.10) Information about variants

Variants will be accepted: No

II.2.11) Information about options

Options: Yes

Description of options

The Contracting Authority may also consider additional cover or excess options that are recommended in potential suppliers' bids.

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

Competitive procedure with negotiation

IV.1.5) Information about negotiation

The contracting authority reserves the right to award the contract on the basis of the initial tenders without conducting negotiations

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

9 November 2022

Local time

3:00pm

IV.2.3) Estimated date of dispatch of invitations to tender or to participate to selected candidates

18 November 2022

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: 31 May 2023

Section VI. Complementary information

VI.1) Information about recurrence

This is a recurrent procurement: Yes

VI.2) Information about electronic workflows

Electronic ordering will be used

Electronic invoicing will be accepted

Electronic payment will be used

VI.3) Additional information

The contracting authority considers that this contract may be suitable for economic

operators that are small or medium enterprises (SMEs). However, any selection of tenderers will be based solely on the criteria set out for the procurement.

Bidders should note that for reasons of confidentiality, full tender information will be made available only to those bidders that are selected to proceed to the ITT Stage. Sufficient detail is provided within this Notice, the SQ and via the Authority's e-procurement portal to enable the Bidder to decide whether or not to participate in this process. At the ITT stage, all respondents will be required to detail their proposed insurance wordings and provide details of relevant experience of all account servicing, claims handling and risk management staff.

VI.4) Procedures for review

VI.4.1) Review body

Public Procurement Review Service, Cabinet Office

London

Email

publicprocurementreview@cabinetoffice.gov.uk

Country

United Kingdom

Internet address

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