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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): ocds-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](mailto: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

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## **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.

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- 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
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## **II.2.10) Information about variants**

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## **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

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- 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
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### **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.

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than exactly 55 out of the 100 available total marks.

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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

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## **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

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## **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](mailto:publicprocurementreview@cabinetoffice.gov.uk)

Country

United Kingdom

Internet address

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