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Contract

## **Insurance and Related Services 2025**

Key Housing Association

F03: Contract award notice

Notice identifier: 2025/S 000-030070

Procurement identifier (OCID): ocds-h6vhtk-04dedb

Published 5 June 2025, 8:40am

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

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

Key Housing Association

The Square, 70 Renton Street

Glasgow

G4 0HT

#### **Contact**

Our Consultant - Andy Bygrave

#### **Email**

[andy.bygrave@gibbslaidler.co.uk](mailto:andy.bygrave@gibbslaidler.co.uk)

#### **Telephone**

+44 1959562242

#### **Country**

United Kingdom

**NUTS code**

UK - United Kingdom

**Internet address(es)**

Main address

<https://www.gibbslaidler.co.uk/>

Buyer's address

[https://www.publiccontractsscotland.gov.uk/search/Search\\_AuthProfile.aspx?ID=AA30717](https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA30717)

**I.2) Information about joint procurement**

The contract is awarded by a central purchasing body

**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 2025

**II.1.2) Main CPV code**

- 66510000 - Insurance services

**II.1.3) Type of contract**

Services

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

The Contract is for the provision of general insurance and related services, including claims handling, loss control services and general programme maintenance and advice as required by Key Housing Association commencing 1st June 2025. A full Summary of

Current Cover will be provided with the Invitation to Tender to selected bidders.

Bids are invited from suitably qualified insurance brokers and direct providers for the entire scope of services. The procurement will follow the two-stage Competitive with Negotiation Procedure with a pre-qualifying stage based on completed SPDs and bidders will be selected on the basis of their capability, capacity and experience to perform the contract.

#### **II.1.6) Information about lots**

This contract is divided into lots: Yes

#### **II.1.7) Total value of the procurement (excluding VAT)**

Value excluding VAT: £1,140,000

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

#### **II.2.1) Title**

Insurance for Property, Liability & related Business Interruption risks

Lot No

1

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

- 66510000 - Insurance services
- 66515200 - Property insurance services

- 66518100 - Insurance brokerage services
- 66516500 - Professional liability insurance services
- 66516400 - General liability insurance services
- 66516000 - Liability insurance services

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

NUTS codes

- UKM82 - Glasgow City

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

The scope of the Contract includes the provision of insurance cover, brokerage services (where applicable), professional advice, claims management and loss control services for property, legal liabilities and other general insurances as required by Key Housing Association for a period of three years commencing 01.06.2025, with the option to extend by up to a further two years at Key Housing Association's sole discretion. Bids are invited from suitably qualified and experienced insurance brokers and direct insurers. The Contract will follow the two-stage Competitive Procedure with Negotiation with bidders being selected on the basis of the responses contained in the pre qualifying SPD. Bidders will be expected have the capability, capacity, financial and economic standing and experience to perform the contract. SPDs must be completed in full with all relevant information supplied. The Contract will be awarded on the basis of Most Economically Advantageous Tender, with specific evaluation criteria detailed within the Invitation To Tender and contract documents

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

Quality criterion - Name: Quality / Weighting: 60

Cost criterion - Name: Cost / Weighting: 40

## **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

## **II.2.14) Additional information**

A Summary of Key's current insurances will be made available along

with the Invitation to Tender. Bidders are required to submit

the appropriate SPD, completed in full in order to be considered for Stage 2 of

the procurement

## **II.2) Description**

### **II.2.1) Title**

Insurance and related services associated with Motor Fleet as required by Key Housing Association

Lot No

2

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

- 66510000 - Insurance services
- 66518100 - Insurance brokerage services

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

NUTS codes

- UKM82 - Glasgow City

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

The scope of the Contract includes the provision of insurance cover, brokerage services (where applicable), professional advice, claims management and loss control services for motor fleet insurance as required by Key Housing Association for a period of three years commencing 01.06.2025, with the option to extend by up to a further two years at Key Housing Association's sole discretion. Bids are invited from suitably qualified and experienced insurance brokers and direct insurers. The Contract will follow the two-stage Competitive Procedure with Negotiation with bidders being selected on the basis of the responses contained in the pre qualifying SPD. Bidders will be expected have the capability, capacity, financial and economic standing and experience to perform the contract. SPDs must be completed in full with all relevant information supplied. The Contract will be awarded on the basis of Most Economically Advantageous Tender, with specific evaluation criteria detailed within the Invitation To Tender and contract documents

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

Quality criterion - Name: Quality / Weighting: 60

Cost criterion - Name: Cost / Weighting: 40

#### **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

#### **II.2.14) Additional information**

A Summary of Key's current insurances will be made available along with the Invitation to Tender. Bidders are required to submit the appropriate SPD, completed in full in order to be considered for Stage 2 of the procurement

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

#### **II.2.1) Title**

Insurance and related services associated with Engineering Inspection and Insurance as required by Key Housing Association

Lot No

3

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

- 66510000 - Insurance services
- 66518100 - Insurance brokerage services

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

NUTS codes

- UKM82 - Glasgow City

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

The scope of the Contract includes the provision of insurance cover, brokerage services (where applicable), professional advice, claims management and loss control services for Engineering Inspection and Insurance as required by Key Housing Association for a period of three years commencing 01.06.2025, with the option to extend by up

to a further two years at Key Housing Association's sole discretion. Bids are invited from suitably qualified and experienced insurance brokers and direct insurers. The Contract will follow the two-stage Competitive Procedure with Negotiation with bidders being selected on the basis of the responses contained in the pre-qualifying SPD. Bidders will be expected have the capability, capacity, financial and economic standing and experience to perform the contract. SPDs must be completed in full with all relevant information supplied.

The Contract will be awarded on the basis of Most Economically Advantageous Tender, with specific evaluation criteria detailed within the Invitation To Tender and contract documents.

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

Quality criterion - Name: Quality / Weighting: 60

Cost criterion - Name: Cost / Weighting: 40

#### **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

#### **II.2.14) Additional information**

A Summary of Key Housing Association's current insurances will be made available along with the Invitation to Tender. Bidders are required to submit the appropriate SPD, completed in full in order to be considered for Stage 2 of the procurement

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## Section IV. Procedure

### IV.1) Description

#### IV.1.1) Type of procedure

Competitive procedure with negotiation

Accelerated procedure

Justification:

Key Housing Association will be undertaking this tender via an accelerated procedure, due to the restricted (and unforeseen) timescales which means it will be unfeasible to run a tender in any longer period.

#### 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: [2025/S 000-005004](#)

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## Section V. Award of contract

### Lot No

1

### Title

Insurance for Property, Liability & related Business Interruption risks

A contract/lot is awarded: Yes

### V.2) Award of contract

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

1 June 2025

**V.2.2) Information about tenders**

Number of tenders received: 4

Number of tenders received from SMEs: 0

Number of tenders received from tenderers from other EU Member States: 0

Number of tenders received from tenderers from non-EU Member States: 0

Number of tenders received by electronic means: 4

The contract has been awarded to a group of economic operators: No

**V.2.3) Name and address of the contractor**

Zurich

St Vincent Plaza, 7th Floor, 319 St Vincent Street

Glasgow

G2 5LP

Telephone

+44 7812265539

Country

United Kingdom

NUTS code

- UKM - Scotland

The contractor is an SME

No

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

Total value of the contract/lot: £1,020,000

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

### **Lot No**

2

### **Title**

Insurance and related services associated with Motor Fleet as required by Key Housing Association

A contract/lot is awarded: Yes

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

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

1 June 2025

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

Number of tenders received: 3

Number of tenders received from SMEs: 0

Number of tenders received from tenderers from other EU Member States: 0

Number of tenders received from tenderers from non-EU Member States: 0

Number of tenders received by electronic means: 3

The contract has been awarded to a group of economic operators: No

#### **V.2.3) Name and address of the contractor**

Zurich

St Vincent Plaza, 7th Floor, 319 St Vincent Street

Glasgow

G2 5LP

Telephone

+44 7812265539

Country

United Kingdom

NUTS code

- UKM - Scotland

The contractor is an SME

No

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

Total value of the contract/lot: £90,000

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

#### **Lot No**

3

#### **Title**

Insurance and related services associated with Engineering Inspection and Insurance as required by Key Housing Association

A contract/lot is awarded: Yes

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

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

1 June 2025

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

Number of tenders received: 3

Number of tenders received from SMEs: 0

Number of tenders received from tenderers from other EU Member States: 0

Number of tenders received from tenderers from non-EU Member States: 0

Number of tenders received by electronic means: 3

The contract has been awarded to a group of economic operators: No

#### **V.2.3) Name and address of the contractor**

Zurich

St Vincent Plaza, 7th Floor, 319 St Vincent Street

Glasgow

G2 5LP

Telephone

+44 7812265539

Country

United Kingdom

NUTS code

- UKM - Scotland

The contractor is an SME

No

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

Total value of the contract/lot: £30,000

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## **Section VI. Complementary information**

#### **VI.3) Additional information**

Bidders should note that for reasons of confidentiality, full Tender specification and

supporting information will be made available only to those Bidders that are selected to proceed to the Invitation to Tender Stage. Sufficient detail is provided within this Contract Notice and within the SPD to enable the Bidder to decide whether to participate in this process.

NOTE: To register your interest in this notice and obtain any additional information please visit the Public Contracts Scotland Web Site at

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

The buyer has indicated that it will accept electronic responses to this notice via the Postbox facility. A user guide is available at

[https://www.publiccontractsscotland.gov.uk/sitehelp/help\\_guides.aspx](https://www.publiccontractsscotland.gov.uk/sitehelp/help_guides.aspx).

Suppliers are advised to allow adequate time for uploading documents and to dispatch the electronic response well in advance of the closing time to avoid any last minute problems.

Community benefits are included in this requirement. For more information see:

<https://www.gov.scot/policies/public-sector-procurement/community-benefits-in-procurement/>

A summary of the expected community benefits has been provided as follows:

Information will be included in the Invitation to Tender at the next stage of the process.

Download the copy of the online SPD document here (to be completed online through postbox submission):

[https://www.publiccontractsscotland.gov.uk/ESPD/ESPD\\_Download.aspx?id=790148](https://www.publiccontractsscotland.gov.uk/ESPD/ESPD_Download.aspx?id=790148)

NOTE: To register your interest in this notice and obtain any additional information please visit the Public Contracts Scotland Web Site at

[http://www.publiccontractsscotland.gov.uk/Search/Search\\_Switch.aspx?ID=790148.](http://www.publiccontractsscotland.gov.uk/Search/Search_Switch.aspx?ID=790148)

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[http://www.publiccontractsscotland.gov.uk/sitehelp/help\\_guides.aspx](http://www.publiccontractsscotland.gov.uk/sitehelp/help_guides.aspx).

Suppliers are advised to allow adequate time for uploading documents and to dispatch the electronic response well in advance of the closing time to avoid any last minute problems.

(SC Ref:790148)

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(SC Ref:800757)

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

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

Glasgow Sheriff Court

1 Carlton Place

Glasgow

G5 9DA

Email

[glasgow@scotcourts.gov.uk](mailto:glasgow@scotcourts.gov.uk)

Telephone

+44 1414298888

Country

United Kingdom