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Tender

## **Insurance Services**

Bield Housing & Care

F02: Contract notice

Notice identifier: 2021/S 000-031404

Procurement identifier (OCID): ocds-h6vhtk-02a15c

Published 16 December 2021, 1:34pm

The closing date and time has been changed to:

**4 February 2022, 12:00pm**

See the [change notice](#).

## **Section I: Contracting authority**

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

Bield Housing & Care

79 Hopetoun Street

Edinburgh

EH7 4QF

#### **Contact**

Hugh Colyer

#### **Email**

[h.colyer@bield.co.uk](mailto:h.colyer@bield.co.uk)

**Telephone**

+44 1312734078

**Fax**

+44 1312734078

**Country**

United Kingdom

**NUTS code**

UKM - Scotland

**National registration number**

SC006878

**Internet address(es)**

Main address

<http://www.bield.co.uk>

Buyer's address

[https://www.publiccontractsscotland.gov.uk/search/Search\\_AuthProfile.aspx?ID=AA13722](https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA13722)

**I.2) Information about 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

<http://www.publiccontractsscotland.gov.uk>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<http://www.publiccontractsscotland.gov.uk>

Electronic communication requires the use of tools and devices that are not generally available. Unrestricted and full direct access to these tools and devices is possible, free of charge, at

<http://www.publiccontractsscotland.gov.uk>

#### **I.4) Type of the contracting authority**

Other type

Housing Association

#### **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 Services

#### **II.1.2) Main CPV code**

- 66510000 - Insurance services

#### **II.1.3) Type of contract**

Services

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

The purpose of this Invitation to Tender (ITT) is to allow Bield to select a suitable Servicer Provider for the provision of Insurance Services.

#### **II.1.5) Estimated total value**

Value excluding VAT: £1,634,071.75

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

This contract is divided into lots: No

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

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

- 66000000 - Financial and insurance services
- 66500000 - Insurance and pension services
- 66512220 - Medical insurance services
- 66513000 - Legal insurance and all-risk insurance services
- 66513100 - Legal expenses insurance services
- 66513200 - Contractor's all-risk insurance services
- 66514110 - Motor vehicle insurance services

- 66515100 - Fire insurance services
- 66515200 - Property insurance services
- 66516000 - Liability insurance services
- 66516100 - Motor vehicle liability insurance services
- 66516400 - General liability insurance services
- 66516500 - Professional liability insurance services
- 66518000 - Insurance brokerage and agency services
- 66518100 - Insurance brokerage services
- 66518200 - Insurance agency services
- 66518300 - Insurance claims adjustment services

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

NUTS codes

- UKM - Scotland

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

Bield, a housing association, care & community service provider, property owners, managers and providers and operators of community alarm services, are seeking to appoint an insurance broker who can facilitate all of their insurance-related needs, including reviewing and advising on current arrangements, placing deals with agreed insurers and providing a claims management service.

Insurances required include: Property Owners, Contractors All Risk, Employer Liability, Public and Product Liability, Computers, Cyber Liability, Motor Fleet, Professional Indemnity, Directors & Officers, Entity Defence, Crime, Employment Law Protection, Legal Expenses, Medical Malpractice.

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

Quality criterion - Name: Review of Insurance Services / Weighting: 25

Quality criterion - Name: Management of Insurance Providers / Weighting: 20

Quality criterion - Name: Claims Service / Weighting: 10

Quality criterion - Name: Risk Management Service / Weighting: 5

Price - Weighting: 40

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

Start date

1 April 2022

End date

31 March 2027

This contract is subject to renewal

No

**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

**II.2.14) Additional information**

Further information provided in attached documents

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## **Section III. Legal, economic, financial and technical information**

### **III.1) Conditions for participation**

#### **III.1.1) Suitability to pursue the professional activity, including requirements relating to enrolment on professional or trade registers**

List and brief description of conditions

Must be regulated by the FCA.

#### **III.1.2) Economic and financial standing**

Selection criteria as stated in the procurement documents

#### **III.1.3) Technical and professional ability**

Selection criteria as stated in the procurement documents

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## **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.2.1) Previous publication concerning this procedure**

Notice number: [2021/S 000-006635](#)

#### **IV.2.2) Time limit for receipt of tenders or requests to participate**

Originally published as:

Date

28 January 2022

Local time

12:00pm

Changed to:

Date

4 February 2022

Local time

12:00pm

See the [change notice](#).

**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**

Duration in months: 3 (from the date stated for receipt of tender)

**IV.2.7) Conditions for opening of tenders**

Date

28 January 2022

Local time

12:00pm

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## **Section VI. Complementary information**

### **VI.1) Information about recurrence**

This is a recurrent procurement: No

### **VI.2) Information about electronic workflows**

Electronic payment will be used

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

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

[https://www.publiccontractsscotland.gov.uk/Search/Search\\_Switch.aspx?ID=677411](https://www.publiccontractsscotland.gov.uk/Search/Search_Switch.aspx?ID=677411).

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.

(SC Ref:677411)

Download the ESPD document here:

[https://www.publiccontractsscotland.gov.uk/ESPD/ESPD\\_Download.aspx?id=677411](https://www.publiccontractsscotland.gov.uk/ESPD/ESPD_Download.aspx?id=677411)

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

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

Glasgow Sheriff Court

Glasgow

G5 9DA

Country

United Kingdom

Internet address

[www.bield.co.uk](http://www.bield.co.uk)

**VI.4.2) Body responsible for mediation procedures**

Bield Housing & Care

Craighall Business Park, 7 Eagle Street

Glasgow

G4 9XA

Email

[h.colyer@bield.co.uk](mailto:h.colyer@bield.co.uk)

Telephone

+44 1312734078

Fax

+44 1312734078

Country

United Kingdom

Internet address

[www.bield.co.uk](http://www.bield.co.uk)

**VI.4.4) Service from which information about the review procedure may be obtained**

Bield Housing & Care

Craighall Business Park, 7 Eagle Street

Glasgow

G4 9XA

Email

[h.colyer@bield.co.uk](mailto:h.colyer@bield.co.uk)

Telephone

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