

This is a published notice on the Find a Tender service: <https://www.find-tender.service.gov.uk/Notice/031484-2021>

Tender

## **DfC - Sport NI - Provision of Insurance and Brokerage Services 2022-2024 (ID 3885922)**

Department for Communities

F02: Contract notice

Notice identifier: 2021/S 000-031484

Procurement identifier (OCID): ocids-h6vhtk-030273

Published 16 December 2021, 4:35pm

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

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

Department for Communities

Causeway Exchange, 1-7 Bedford Street

BELFAST

BT2 7EG

#### **Contact**

Collaboration.CPDfinance-ni.gov.uk

#### **Email**

[Collaboration.CPD@finance-ni.gov.uk](mailto:Collaboration.CPD@finance-ni.gov.uk)

#### **Country**

United Kingdom

#### **NUTS code**

UK - United Kingdom

**Internet address(es)**

Main address

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

Buyer's address

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

**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

<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 2022-2024 (ID 3885922)

#### 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 of Insurance and Brokerage Services 2022 – 2024. The purpose of this Competition will be to service the insurance needs of Sport NI, an Arm's Length Body of the Department for Communities.

#### II.1.5) Estimated total value

Value excluding VAT: £115,000

#### 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 of

Insurance and Brokerage Services 2022 – 2024. The purpose of this Competition will be to service the insurance needs of Sport NI, an Arm's Length Body of the Department for Communities.

**II.2.5) Award criteria**

Price

**II.2.6) Estimated value**

Value excluding VAT: £115,000

**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

Renewal due 1 April 2024

**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

26 January 2022

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: 26 April 2022

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

Date

26 January 2022

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 contract renewal will be required to be in place for 1 April 2024.

### **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.

