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Tender

## **Multi Council Tender for Provision of Insurance Broking Services**

Fermanagh and Omagh District Council  
Derry City and Strabane District Council  
Causeway Coast and Glens Borough Council  
Fermanagh and Omagh District Council

F02: Contract notice

Notice identifier: 2024/S 000-033248

Procurement identifier (OCID): ocids-h6vhtk-04ac73

Published 16 October 2024, 10:12am

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

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

Fermanagh and Omagh District Council

The Townhall 2 Townhall Street

Enniskillen

BT74 7BA

#### **Contact**

Nuala Conlan, Procurement Manager

#### **Email**

[tenders@fermanaghomagh.com](mailto:tenders@fermanaghomagh.com)

#### **Country**

United Kingdom

**Region code**

UK - United Kingdom

**Internet address(es)**

Main address

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

Buyer's address

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

**I.1) Name and addresses**

Derry City and Strabane District Council

Council Offices, 98 Strand Road

Londonderry

BT48 7NN

**Email**

[tenders@fermanaghmagh.com](mailto:tenders@fermanaghmagh.com)

**Country**

United Kingdom

**Region code**

UKN0A - Derry City and Strabane

**Internet address(es)**

Main address

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

Buyer's address

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

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

Causeway Coast and Glens Borough Council

Civic Headquarters Cloonavin 66 Portstewart Road

Coleraine

BT52 1EY

#### **Email**

[tenders@fermanaghomagh.com](mailto:tenders@fermanaghomagh.com)

#### **Country**

United Kingdom

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

Fermanagh and Omagh District Council

The Townhall 2 Townhall Street

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

The contract involves joint procurement

In the case of joint procurement involving different countries, state applicable national procurement law

Fermanagh and Omagh District Council. Derry City and Strabane District Council. Causeway and Glens borough Council

**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 electronically via

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

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

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

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

Regional or local authority

#### **I.5) Main activity**

General public services

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## **Section II: Object**

### **II.1) Scope of the procurement**

#### **II.1.1) Title**

Multi Council Tender for Provision of Insurance Broking Services

Reference number

2425 EP 030

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

- 66518100 - Insurance brokerage services

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

Services

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

Fermanagh and Omagh District Council, as the Contracting Authority, invites tenders for the Provision of Insurance Broking Services. This Invitation to Tender is being issued by Fermanagh and Omagh District Council, as the Contracting Authority, on behalf of the following Northern Ireland Councils: 1 Causeway Coast and Glens Borough Council 2 Derry City and Strabane District Council 3 Fermanagh and Omagh District Council. Tenders are invited from suitably qualified Service Providers having relevant experience and authorised and regulated by the Financial Conduct Authority for the provision of

Insurance Broking Services to put in place the participating Councils insurances from 1st April 2025. The initial contract shall be for a period of two years with options for two further period of twelve months or part thereof

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

Value excluding VAT: £300,000

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

This contract is divided into lots: No

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

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

- 66518000 - Insurance brokerage and agency services

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

NUTS codes

- UKN0G - Fermanagh and Omagh
- UKN0A - Derry City and Strabane
- UKN0C - Causeway Coast and Glens

Main site or place of performance

Fermanagh and Omagh District Council, Derry City and Strabane District Council and Causeway Coast and and Glens Borough Council

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

Fermanagh and Omagh District Council, as the Contracting Authority, invites tenders for the Provision of Insurance Broking Services. This Invitation to Tender is being issued by Fermanagh and Omagh District Council, as the Contracting Authority, on behalf of the following Northern Ireland Councils: 1 Causeway Coast and Glens Borough Council 2 Derry City and Strabane District Council 3 Fermanagh and Omagh District Council. Tenders are invited from suitably qualified Service Providers having relevant experience and authorised and regulated by the Financial Conduct Authority for the provision of Insurance Broking Services to put in place the participating Councils insurances from 1st April 2025. The initial contract shall be for a period of two years with options for two further period of twelve months or part thereof

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

Price is not the only award criterion and all criteria are stated only in the procurement documents

### **II.2.6) Estimated value**

Value excluding VAT: £300,000

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

Duration in months

24

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: Yes

Description of options

Options for two further periods each of twelve months (potential 4 year contract) entirely at the discretion of each of the Councils subject to satisfactory performance.

### **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 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

Authorised and Regulated by the Financial Conduct Authority (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.2.2) Time limit for receipt of tenders or requests to participate**

Date

15 November 2024

Local time

12:00pm

#### **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: 15 March 2025

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

Date

15 November 2024

Local time

12:30pm

Place

Fermanagh and Omagh District Council offices

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## **Section VI. Complementary information**

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

This is a recurrent procurement: Yes

Estimated timing for further notices to be published: Subject to options October 2028

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

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

High Court of Justice

Royal Courts of Justice City Courthouse Chichester Street

Belfast

BT1 3JF

Email

[adminoffice@courtsni.gov.uk](mailto:adminoffice@courtsni.gov.uk)

Country

United Kingdom