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Tender

## **Brokerage, Provision and Management of Insurance Requirements for the General Lighthouse Authorities (GLA's)**

Corporation of Trinity House  
Northern Lighthouse Board  
The Commissioners of Irish Lights

F02: Contract notice

Notice identifier: 2024/S 000-033377

Procurement identifier (OCID): ocds-h6vhtk-04acd5

Published 16 October 2024, 2:05pm

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

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

Corporation of Trinity House

TRINITY HOUSE, TOWER HILL

LONDON

EC3N 4DH

#### **Email**

[etender@trinityhouse.co.uk](mailto:etender@trinityhouse.co.uk)

#### **Telephone**

+44 1255245005

#### **Country**

United Kingdom

**Region code**

UK - United Kingdom

**Internet address(es)**

Main address

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

**I.1) Name and addresses**

Northern Lighthouse Board

84 George Street

Edinburgh

EH2 3DA

**Email**

[etender@trinityhouse.co.uk](mailto:etender@trinityhouse.co.uk)

**Country**

United Kingdom

**Region code**

UKM - Scotland

**Internet address(es)**

Main address

<https://www.nlb.org.uk>

**I.1) Name and addresses**

The Commissioners of Irish Lights

Harbour Road

Dun Laoghaire

A96 H500

**Email**

[etender@trinityhouse.co.uk](mailto:etender@trinityhouse.co.uk)

**Country**

Ireland

**Region code**

IE - Ireland

**Internet address(es)**

Main address

<https://www.irishlights.ie/>

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

The contract involves joint procurement

**I.3) Communication**

The procurement documents are available for unrestricted and full direct access, free of charge, at

<https://trinityhouse.delta-esourcing.com/delta/mainMenu.html>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<https://www.delta-esourcing.com/>

Tenders or requests to participate must be submitted to the above-mentioned address

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

Other type

Body governed by public law

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

Other activity

Aids to Navigation

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## **Section II: Object**

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

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

Brokerage, Provision and Management of Insurance Requirements for the General Lighthouse Authorities (GLA's)

Reference number

T0541

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

- 66518100 - Insurance brokerage services

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

Services

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

The Corporation of Trinity House on behalf of itself and the other General Lighthouse Authorities (GLAs) of the United Kingdom and The Republic of Ireland invites potential tenderers to submit a proposal for the brokerage, provision and management of insurance requirements for the GLAs between 2025 - 2028, with possible extensions to 2030. This will require the successful tenderer to place, and thereafter manage, the GLAs' protection and indemnity and war risk insurance requirements, as described in the General Lighthouse Authorities' Register of Major Insurances and Trinity House Non-Marine Insurances from 20th February 2025 and the other insurances as described in the register from 1st April 2025. The General Lighthouse Authorities' Register of Major Insurances and Trinity House Non-Marine Insurances will be included as an annex to the Invitation to

Tender. It is anticipated that the tender will result in a fixed price brokerage contract for three years, with an option to extend the contract for a further period of 12 months and a subsequent 12 months thereafter, at the GLAs' sole discretion.

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

Value excluding VAT: £7,900,000

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

This contract is divided into lots: No

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

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

NUTS codes

- UK - United Kingdom
- IE - Ireland

Main site or place of performance

UNITED KINGDOM,IRELAND

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

As detailed in the invitation to tender documentation.

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

Quality criterion - Name: Demonstrate your organisation's understanding of the GLA's requirements.... / Weighting: 12

Quality criterion - Name: Provide a timed plan that explains how your organisation will manage the annual renewal process.... / Weighting: 8

Quality criterion - Name: Post Renewal: Detail how you will ensure the optimal communication of key policy information to the client..... / Weighting: 5

Quality criterion - Name: Provide evidence that the underwriting market you are able to access can provide the General Liability policy wording set out ..... or provide alternative wording / Weighting: 10

Quality criterion - Name: Demonstrate your organisation's approach to providing

proactive advice to the GLAs / Weighting: 8

Quality criterion - Name: Demonstrate your organisation's approach to providing proactive advice to the GLAs as required across the term of the contract on loss prevention / Weighting: 7

Quality criterion - Name: Detail your organisation's approach for handling customer claims. Describe the Key Performance Indicators / Service Level Agreements you would put in place to manage any claims on a timely basis / Weighting: 10

Quality criterion - Name: Suitability of demonstratable understanding of the wider maritime insurance market / Weighting: 10

Quality criterion - Name: Social value / Weighting: 10

Cost criterion - Name: 3-year fixed broker fee and Hourly/day rates for ad hoc advice if applicable and not included within broker fee / Weighting: 20

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

Value excluding VAT: £7,900,000

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

Start date

20 February 2025

End date

31 March 2030

This contract is subject to renewal

Yes

Description of renewals

3 + 1 + 1

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

Variants will be accepted: Yes

#### **II.2.11) Information about options**

Options: Yes

Description of options

Any variations in the insurance cover currently in place as detailed in the Register of Major Insurances (ANNEX 1 to the ITT), other than changes in deductibles should be stated in the tender proposal.

#### **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 full award criteria is available in the ITT, due to word count restrictions, it has been condensed above.

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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

#### **IV.2.4) Languages in which tenders or requests to participate may be submitted**

English

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

Date

15 November 2024

Local time

5:00pm

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## **Section VI. Complementary information**

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

This is a recurrent procurement: Yes

### **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.

To view this notice, please click here:

<https://trinityhouse.delta-esourcing.com/delta/viewNotice.html?noticeId=893100029>

GO Reference: GO-20241016-PRO-28124159

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

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

Trinity House

TRINITY HOUSE

LONDON

EC3N 4DH

Telephone

+44 1255245005

Country

United Kingdom

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

Trinity House

TRINITY HOUSE

LONDON

EC3N 4DH

Telephone

+44 1255245005

Country

United Kingdom

