This is a published notice on the Find a Tender service: <a href="https://www.find-tender.service.gov.uk/Notice/036245-2023">https://www.find-tender.service.gov.uk/Notice/036245-2023</a>

Tender

# **Insurance Services**

London Borough of Waltham Forest

F02: Contract notice

Notice identifier: 2023/S 000-036245

Procurement identifier (OCID): ocds-h6vhtk-0422d4

Published 8 December 2023, 2:44pm

# **Section I: Contracting authority**

## I.1) Name and addresses

London Borough of Waltham Forest

The Magistrate's, 1 Farnan Avenue

Walthamstow

E17 4NX

#### Contact

Ms Rebecca Cameron

#### **Email**

Rebecca.Cameron@walthamforest.gov.uk

#### **Telephone**

+44 2084963000

#### Country

**United Kingdom** 

#### Region code

UKI53 - Redbridge and Waltham Forest

#### Internet address(es)

Main address

http://www.walthamforest.gov.uk/

Buyer's address

http://www.walthamforest.gov.uk/

## I.3) Communication

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

https://procontract.due-north.com/Opportunities/Index?p=2241eb95-058a-e511-80f7-000c29c9ba21&v=1

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

https://procontract.due-north.com/Opportunities/Index?p=2241eb95-058a-e511-80f7-000c29c9ba21&v=1

## I.4) Type of the contracting authority

Regional or local authority

### I.5) Main activity

General public services

# **Section II: Object**

## II.1) Scope of the procurement

#### II.1.1) Title

Insurance Services

Reference number

DN702961

#### II.1.2) Main CPV code

• 66510000 - Insurance services

#### II.1.3) Type of contract

Services

#### II.1.4) Short description

The insurance requirements are broken down into the following lots:

Lot 1 - Property

Lot 2 - Combined Liability - FG - Crime

Lot 3 - Motor Fleet

Lot 4 - PA - Travel and School Journey

Lot 5 - Engineering Insurance and Inspection

Lot 6 - Terrorism

#### II.1.6) Information about lots

This contract is divided into lots: Yes

Tenders may be submitted for all lots

## II.2) Description

#### II.2.1) Title

#### **Property**

Lot No

1

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

• 66515200 - Property insurance services

#### II.2.3) Place of performance

**NUTS** codes

• UKI53 - Redbridge and Waltham Forest

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

Property insurance services

#### II.2.5) Award criteria

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

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

**Duration in months** 

36

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

One 24 month extension at the authority's discretion

#### 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) Description

#### II.2.1) Title

Combined Liability - FG - Crime

Lot No

2

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

• 66516000 - Liability insurance services

#### II.2.3) Place of performance

**NUTS** codes

• UKI53 - Redbridge and Waltham Forest

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

Combined Liability – FG – Crime insurance services

#### II.2.5) Award criteria

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

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

Duration in months

36

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

One 24 month extension at the authority's discretion

#### 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) Description

#### II.2.1) Title

Motor Fleet

Lot No

3

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

• 66514110 - Motor vehicle insurance services

#### II.2.3) Place of performance

**NUTS** codes

• UKI53 - Redbridge and Waltham Forest

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

Motor Fleet insurance services

#### II.2.5) Award criteria

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

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

Duration in months

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

One 24 month extension at the authority's discretion

#### 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) Description

#### II.2.1) Title

PA - Travel and School Journey

Lot No

4

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

• 66512100 - Accident insurance services

#### II.2.3) Place of performance

**NUTS** codes

• UKI53 - Redbridge and Waltham Forest

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

PA - Travel and School Journey insurance services

#### II.2.5) Award criteria

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

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

**Duration in months** 

36

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

One 24 month extension at the authority's discretion

#### 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) Description

#### II.2.1) Title

Engineering Insurance and Inspection

Lot No

5

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

• 66519000 - Engineering, auxiliary, average, loss, actuarial and salvage insurance services

#### II.2.3) Place of performance

**NUTS** codes

• UKI53 - Redbridge and Waltham Forest

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

Engineering Insurance and Inspection insurance services

#### II.2.5) Award criteria

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

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

**Duration in months** 

36

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

One 24 month extension at the authority's discretion

#### 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) Description

#### II.2.1) Title

Terrorism

Lot No

6

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

• 66515000 - Damage or loss insurance services

#### II.2.3) Place of performance

**NUTS** codes

• UKI53 - Redbridge and Waltham Forest

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

Terrorism insurance services

#### II.2.5) Award criteria

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

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

Duration in months

36

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

One 24 month extension at the authority's discretion

#### 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: No

## IV.2) Administrative information

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

Date

22 January 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: 1 April 2024

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

Date

22 January 2024

Local time

12:00pm

# Section VI. Complementary information

# VI.1) Information about recurrence

This is a recurrent procurement: No

# VI.4) Procedures for review

VI.4.1) Review body

London Borough of Waltham Forest

Walthamstow

Country

United Kingdom