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Tender

## **PRF 1535 - Provision of Insurance Services**

Peterborough City Council

F02: Contract notice

Notice identifier: 2022/S 000-036280

Procurement identifier (OCID): ocids-h6vhtk-039383

Published 21 December 2022, 6:03pm

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

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

Peterborough City Council

Sand Martin House, Bittern Way

Peterborough

PE2 8TY

#### **Contact**

Mrs Jan Thistleton

#### **Email**

[Jan.Thistleton@peterborough.gov.uk](mailto:Jan.Thistleton@peterborough.gov.uk)

#### **Telephone**

+44 1733864553

#### **Country**

United Kingdom

**Region code**

UKH11 - Peterborough

**Internet address(es)**

Main address

<https://www.peterborough.gov.uk/business/supplying-the-council/supply-opportunities>

Buyer's address

<https://www.peterborough.gov.uk/business/supplying-the-council/supply-opportunities>

**I.3) Communication**

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

<https://procontract.due-north.com/Advert/Index?advertId=dc297d99-377d-ed11-811c-005056b64545>

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/Advert/Index?advertId=dc297d99-377d-ed11-811c-005056b64545>

**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**

PRF 1535 - Provision of Insurance Services

Reference number

DN648301

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

- 66516000 - Liability insurance services

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

Services

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

INSURANCE TENDER to include

Property, Commercial Property, Liability, Liability Claims Handling, Fidelity Guarantee, Motor Fleet, Motor ULR & Motor Legal Expenses, Engineering Inspection, Group Personal Accident & Travel, School Journeys, excluding Broker Services

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

Value excluding VAT: £4,000,000

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

This contract is divided into lots: Yes

Tenders may be submitted for all lots

Maximum number of lots that may be awarded to one tenderer: 6

The contracting authority reserves the right to award contracts combining the following lots or groups of lots:

Lot 1 Combined Package option in respect of Lots 2, 3 and 4

## **II.2) Description**

### **II.2.1) Title**

Lot 1 Combined Package option in respect of Lots 2, 3 and 4

Lot No

1

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

- 66510000 - Insurance services

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

NUTS codes

- UKH11 - Peterborough

Main site or place of performance

Peterborough

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

Lot 1 Combined Package option in respect of Lots 2, 3 and 4

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

Quality criterion - Name: Policy Cover / Weighting: 30%

Quality criterion - Name: Claims Handling / Weighting: 10%

Quality criterion - Name: Added Value and Innovation / Weighting: 5%

Quality criterion - Name: Social Value / Weighting: 5%

Price - Weighting: 50%

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

Value excluding VAT: £400,000

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

Duration in months

60

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) Description**

#### **II.2.1) Title**

Lot 2 Property comprising Material Damage including Industrial and Commercial properties, Business Interruption, Contract Works, Money, Computers, Schools Balance of Risks and Specified All Risks

Lot No

2

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

- 66516000 - Liability insurance services

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

NUTS codes

- UKH11 - Peterborough

Main site or place of performance

Peterborough

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

Lot 2 Property comprising Material Damage including Industrial and Commercial properties, Business Interruption, Contract Works, Money, Computers, Schools Balance of Risks and Specified All Risks

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

Quality criterion - Name: Policy Cover / Weighting: 30%

Quality criterion - Name: Claims Handling / Weighting: 10%

Quality criterion - Name: Added Value and Innovation / Weighting: 5%

Quality criterion - Name: Social Value / Weighting: 5%

Price - Weighting: 50%

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

Value excluding VAT: £400,000

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

Duration in months

60

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) Description**

### **II.2.1) Title**

Lot 3 Casualty comprising Employers Liability, Public & Products Liability, Libel and Slander, Officials Indemnity, Land Charges, Public Health Act cover, Professional Indemnity and Fidelity Guarantee / Crime

Lot No

3

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

- 66516000 - Liability insurance services

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

NUTS codes

- UKH11 - Peterborough

Main site or place of performance

Peterborough

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

Lot 3 Casualty comprising Employers Liability, Public & Products Liability, Libel and Slander, Officials Indemnity, Land Charges, Public Health Act cover, Professional Indemnity and Fidelity Guarantee / Crime

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

Quality criterion - Name: Policy Cover / Weighting: 30%

Quality criterion - Name: Claims Handling / Weighting: 10%

Quality criterion - Name: Added Value and Innovation / Weighting: 5%

Quality criterion - Name: Social Value / Weighting: 5%

Price - Weighting: 50%

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

Value excluding VAT: £400,000

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

Duration in months

60

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) Description**

**II.2.1) Title**

Lot 4 Motor Fleet

Lot No

4

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

- 66516000 - Liability insurance services

**II.2.3) Place of performance**

NUTS codes

- UKH11 - Peterborough

Main site or place of performance



Peterborough

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

Lot 4 Motor Fleet

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

Quality criterion - Name: Policy Cover / Weighting: 30%

Quality criterion - Name: Claims Handling / Weighting: 10%

Quality criterion - Name: Added Value and Innovation / Weighting: 5%

Quality criterion - Name: Social Value / Weighting: 5%

Price - Weighting: 50%

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

Value excluding VAT: £400,000

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

Duration in months

60

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) Description**

### **II.2.1) Title**

Lot 5 Engineering Insurance & Inspection

Lot No

5

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

- 66516000 - Liability insurance services

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

NUTS codes

- UKH11 - Peterborough

Main site or place of performance

Peterborough

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

Lot 5 Engineering Insurance & Inspection

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

Quality criterion - Name: Policy Cover and Inspection Requirements / Weighting: 40%

Quality criterion - Name: Added Value and Innovation / Weighting: 5%

Quality criterion - Name: Social Value / Weighting: 5%

Price - Weighting: 50%

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

Value excluding VAT: £400,000

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

Duration in months

60

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) Description**

#### **II.2.1) Title**

Lot 6 Group Personal Accident and Travel including Schools Off-Site and On-Site Activities

Lot No

6

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

- 66516000 - Liability insurance services

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

NUTS codes

- UKH11 - Peterborough

Main site or place of performance

Peterborough

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

Lot 6 Group Personal Accident and Travel including Schools Off-Site and On-Site Activities

**II.2.5) Award criteria**

Quality criterion - Name: Policy Cover / Weighting: 30%

Quality criterion - Name: Claims Handling / Weighting: 10%

Quality criterion - Name: Added Value and Innovation / Weighting: 5%

Quality criterion - Name: Social Calue / Weighting: 5%

Price - Weighting: 50%

**II.2.6) Estimated value**

Value excluding VAT: £400,000

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

Duration in months

60

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

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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

Detail as appropriate in the tender documents

#### **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

### **III.2) Conditions related to the contract**

#### **III.2.2) Contract performance conditions**

Please see within tender 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: No

### **IV.2) Administrative information**

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

Date

3 February 2023

Local time

2:00pm

**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 2023

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

Date

3 February 2023

Local time

2:00pm

Place

Peterborough

Information about authorised persons and opening procedure

Procurement Team

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**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**

Peterborough City Council

Sand Martin House

Peterborough

PE2 8TY

Email

[george.wallace@peterborough.gov.uk](mailto:george.wallace@peterborough.gov.uk)

Country

United Kingdom

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

Peterborough City Council

Sand Martin House

Peterborough

PE2\*TY

Email

[george.wallace@peterborough.gov.uk](mailto:george.wallace@peterborough.gov.uk)

Country

United Kingdom

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

Peterborough City Council

Peterborough

Country

United Kingdom