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Tender

Insurance Brokerage Services for British Consulate General Hong Kong

Foreign Commonwealth and Development Office

F02: Contract notice

Notice identifier: 2023/S 000-037381

Procurement identifier (OCID): ocds-h6vhtk-04271b

Published 20 December 2023, 8:27am

Section I: Contracting authority

I.1) Name and addresses

Foreign Commonwealth and Development Office

King Charles Street

London

SW1A 2AH

Email

apac.procurement@fcdo.gov.uk

Country

United Kingdom

Region code

UK - United Kingdom

Internet address(es)

Main address

<https://fcdo.bravosolution.co.uk/>

I.3) Communication

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

<https://fcdo.bravosolution.co.uk/>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<https://fcdo.bravosolution.co.uk/>

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

I.4) Type of the contracting authority

Ministry or any other national or federal authority

I.5) Main activity

General public services

Section II: Object

II.1) Scope of the procurement

II.1.1) Title

Insurance Brokerage Services for British Consulate General Hong Kong

Reference number

CPG/10365/2024

II.1.2) Main CPV code

- 66518100 - Insurance brokerage services

II.1.3) Type of contract

Services

II.1.4) Short description

The Authority requires insurance brokerage of medical insurance for local staff and dependents of British Consulate General (BCG) Hong Kong.

The Authority requires brokerage services for Medical Insurance Coverage, Group Life Insurance, Employee Compensation, Public Liability, Domestic Helper Insurance, Private Motor Insurance, Commercial Vehicle Insurance, Group Travel Insurance.

II.1.5) Estimated total value

Value excluding VAT: 2,250,000 HKD

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.3) Place of performance

NUTS codes

- HK - Hong Kong

Main site or place of performance

British Consulate General Hong Kong

II.2.4) Description of the procurement

The Authority requires insurance brokerage of medical insurance for local staff and dependents of British Consulate General (BCG) Hong Kong.

The Authority requires brokerage services for Medical Insurance Coverage, Group Life

Insurance, Employee Compensation, Public Liability, Domestic Helper Insurance, Private Motor Insurance, Commercial Vehicle Insurance, Group Travel Insurance.

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

Start date

1 April 2024

End date

31 March 2027

This contract is subject to renewal

Yes

Description of renewals

With option to renew for 2 years annually. (1+1+1)

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 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

Supplier must be an established entity with the legal right to provide and manage the required services within Hong Kong.

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

29 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

Duration in months: 3 (from the date stated for receipt of tender)

IV.2.7) Conditions for opening of tenders

Date

29 January 2024

Local time

12:00pm

Place

Hong Kong

12:00 H

Section VI. Complementary information

VI.1) Information about recurrence

This is a recurrent procurement: Yes

VI.4) Procedures for review

VI.4.1) Review body

Foreign Commonwealth and Development Office

King Charles Street

London

SW1A 2AH

Country

United Kingdom

