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Tender

## **Provision of Motor Vehicle Insurances and related Motor Insurance Services including Claims Handling, Data Handling and Risk Management Services**

Department of Finance, Construction & Procurement Delivery C/o ABBEY BOND LOVIS LTD

F02: Contract notice

Notice identifier: 2023/S 000-037756

Procurement identifier (OCID): ocds-h6vhtk-04295e

Published 21 December 2023, 4:56pm

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

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

Department of Finance, Construction & Procurement Delivery C/o ABBEY BOND LOVIS LTD

City Quays 1, 7 Clarendon Road

Belfast

BT1 3BG

#### **Contact**

Alan Boal

#### **Email**

[alan.boal@ablinsurance.co.uk](mailto:alan.boal@ablinsurance.co.uk)

#### **Telephone**

+44 2893446323

**Country**

United Kingdom

**Region code**

UKN - Northern Ireland

**Justification for not providing organisation identifier**

Not on any register

**Internet address(es)**

Main address

<https://www.abbeybondlovis.com/>

**I.3) Communication**

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

<https://www.abbeybondlovis.com/>

Additional information can be obtained from the above-mentioned address

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

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

Body governed by public law

**I.5) Main activity**

General public services

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## **Section II: Object**

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

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

Provision of Motor Vehicle Insurances and related Motor Insurance Services including Claims Handling, Data Handling and Risk Management Services

Reference number

ID 4670036

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

- 66514110 - Motor vehicle insurance services

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

Services

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

Provision of Motor Vehicle Insurance on a Fleet of approximately 7,000 to 8,000 vehicles for the period 1st April 2024 to 31st March 2026

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

Value excluding VAT: £3,812,000

#### **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**

Motor Fleet Insurance

Lot No

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

- 66514110 - Motor vehicle insurance services

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

NUTS codes

- UKN - Northern Ireland

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

Motor Fleet Insurance

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

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

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

Value excluding VAT: £3,800,000

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

Duration in months

24

This contract is subject to renewal

Yes

Description of renewals

A renewal contract will be required upon expiry of this contract in 2026.

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

Variants will be accepted: No

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

Options: Yes

Description of options

An optional 12 months is included

#### **II.2.14) Additional information**

Provision of Motor Vehicle Insurance and related Motor Insurance Services including Claims Handling, Data Handling and Risk Management Services for the following Departments.

Department of Finance - Construction and Procurement Delivery

Police Service of Northern Ireland

Department for Infrastructure - Driver & Vehicle Agency

Department of Agriculture, Environment & Rural Affairs - Northern Ireland Environment Agency

Department of Finance - Central Procurement Directorate

Department for Infrastructure - Roads

Northern Ireland Ambulance Service HSC Trust

Department for Infrastructure - Rivers Agency

Department of Agriculture, Environment & Rural Affairs - Forest Service

Department of Agriculture, Environment & Rural Affairs - Core

Agri Food & Biosciences Institute

Department of Health - Southern Health & Social Care Trust

Department of Health - Northern Health & Social Care Trust

Department of Health - Belfast Health & Social Care Trust

Department of Health - Western Health & Social Care Trust

Department of Health - South Eastern Health & Social Care Trust

Business Services Organisation

Department of Finance - Stormont Estate Management

Northern Ireland Blood Transfusion Service

Department for Communities - Single Investigation Service

Department of Education Northern Ireland

Department of Justice - Northern Ireland Courts & Tribunals Service

Department for the Economy

Invest NI

Department for Communities - Public Record Office of Northern Ireland

Department of Finance - Land & Property Services

Probation Board for Northern Ireland

Department Of Justice - Youth Justice Agency of Northern Ireland

Department Of Justice - Forensic Science NI

Department Of Justice - Police Ombudsman for Northern Ireland

Department Of Justice - Northern Ireland Prison Service

Northern Ireland Office - Engagement Group

The Executive Office - NI Assembly

The Executive Office - Machinery of Government

Health & Safety Executive for Northern Ireland

Department of Health, Social Services & Public Safety

Department for Communities - Private Office

Northern Ireland Council for the Curriculum, Examinations & Assessment

Northern Ireland Fire & Rescue Service

Education Authority

Northern Ireland Library Authority

Department for Communities - Historic Environment Division

Department of Finance - DSS IT Assist

Department for Infrastructure - Private Office

Department of Finance - Properties Division (Supplies & Store Vehicles)

Department of Education - Private Office

## **II.2) Description**

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

Motor Fleet - Excess Liability

Lot No

2

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

- 66514110 - Motor vehicle insurance services

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

NUTS codes

- UKN - Northern Ireland

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

Motor Fleet Insurance - Excess Liability

### **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: £12,000

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

Duration in months

24

This contract is subject to renewal

Yes

Description of renewals

A renewal contract will be required upon expiry of this contract in 2026.

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

Variants will be accepted: No

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

Options: Yes

Description of options

An optional 12 months is included

## **II.2.14) Additional information**

Provision of Motor Vehicle Insurance and related Motor Insurance Services including Claims Handling, Data Handling and Risk Management Services for the following Departments.

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Department for Infrastructure - Driver & Vehicle Agency

Department of Agriculture, Environment & Rural Affairs - Northern Ireland Environment Agency

Department of Finance - Central Procurement Directorate

Department for Infrastructure - Roads



Northern Ireland Ambulance Service HSC Trust

Department for Infrastructure - Rivers Agency

Department of Agriculture, Environment & Rural Affairs - Forest Service

Department of Agriculture, Environment & Rural Affairs - Core

Agri Food & Biosciences Institute

Department of Health - Southern Health & Social Care Trust

Department of Health - Northern Health & Social Care Trust

Department of Health - Belfast Health & Social Care Trust

Department of Health - Western Health & Social Care Trust

Department of Health - South Eastern Health & Social Care Trust

Business Services Organisation

Department of Finance - Stormont Estate Management

Northern Ireland Blood Transfusion Service

Department for Communities - Single Investigation Service

Department of Education Northern Ireland

Department of Justice - Northern Ireland Courts & Tribunals Service

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Department for Infrastructure - Private Office

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Department of Education - Private Office

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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

1) Tenders will be required to be regulated by the appropriate national regulatory body, such as the Financial Conduct Authority.

2) Tenders must confirm if their company, or any of their company's directors, partners or anyone in an equivalent position e.g. any other senior managers who have powers of representation, design or control, have any convictions relating to any of the offences listed under Regulation 57 of the Public Contract Regulations.

#### **III.1.2) Economic and financial standing**

List and brief description of selection criteria

Financial Strength - Insurers must hold a minimum credit rating of A with Standard and Poors, or equivalent with another recognised rating company.

#### **III.1.3) Technical and professional ability**

List and brief description of selection criteria

Tenderers must provide at least one detailed example of having provided Insurance Services similar to those outlined in the Specification across a large fleet portfolio within the last 3 years. The example(s) provided must demonstrate experience and capability of providing an adequate claims handling service for a large Motor Fleet of vehicles. Tenderers must include the name of Client(s) (public, private or third sector) and the starting and end date of the contract. Written response required for this criterion.

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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

5 February 2024

Local time

3:00pm

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

English

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

Date

5 February 2024

Local time

4:00pm

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## **Section VI. Complementary information**

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

This is a recurrent procurement: Yes

### **VI.3) Additional information**

Contract monitoring: the successful contractor's performance on the contract will be regularly monitored. Contractors not delivering on contract requirements is a serious matter. It means the public purse is not getting what it is paying for. If a contractor fails to reach satisfactory levels of contract performance they will be given a specified time to improve. If, after the specified time, they still fail to reach satisfactory levels of contract performance, the matter will be escalated to senior management in Construction and Procurement Delivery (CPD) for further action. If this occurs and your performance does not improve to satisfactory levels within the specified period, this can be considered grounds for termination of the contract at your expense as provided for in the Conditions of Contract. In lieu of termination, CPD may issue a Notice of Written Warning or a Notice of Unsatisfactory Performance. A supplier in receipt of multiple Notices of Written Warning or a Notice of Unsatisfactory Performance may, in accordance with The Public Contracts Regulations 2015 (as amended) be excluded from future public procurement competitions for a period of up to three years.

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

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

The UK does not have any such bodies with responsibility for review/appeal or mediation procedures

Belfast

Country

United Kingdom

#### **VI.4.3) Review procedure**

Precise information on deadline(s) for review procedures

This tender will be compliant with the Public Contracts Regulations 2015 and, where appropriate, will incorporate a standstill period (i.e. a minimum of 10 calendar days) at the point information is communicated to tenderers. That notification will provide full information on the award decision. This provides time for the unsuccessful tenderers to challenge the award decision before the contract is entered into.