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Tender

DBC (SF) Tenants Contents Insurance

Dacorum Borough Council

UK4: Tender notice - Procurement Act 2023 - [view information about notice types](#)

Notice identifier: 2025/S 000-039856

Procurement identifier (OCID): ocds-h6vhtk-055f26 ([view related notices](#))

Published 15 July 2025, 10:51am

Scope

Reference

CPU00574

Description

Dacorum Borough Council is seeking to appoint a provider for its Tenants Contents Insurance Scheme; the scheme is open to the Council's housing tenants only. The current scheme expires at midnight on 5 October 2025. The new scheme will run annually from 6 October 2025.

The Council will provide the day-to-day administration of the scheme, from the issue of the proposal form to the issue of the policy documentation. The Council will also collect the premiums and then forward the collected premium to the insurer monthly.

The scheme take-up is voluntary for DBC's housing tenants, although the Council expects the provider to encourage take up of the scheme via a range of marketing support; the costs associated with such marketing materials to be met by the provider. For further details please download the tender documents.

All Tender Documents and correspondence must be submitted via the Councils e-tendering portal at <http://www.supplyhertfordshire.uk>

Please submit your completed tender document via the Council's e-tendering portal no later than 12 noon 11 August 2025. Any tender submitted either manually or by email will not be accepted.

Total value (estimated)

- £510,000 excluding VAT
- £612,000 including VAT

Above the relevant threshold

Contract dates (estimated)

- 6 October 2025 to 6 October 2028
- Possible extension to 6 October 2030
- 5 years, 1 day

Description of possible extension:

Option to extend for a further two years

Main procurement category

Services

CPV classifications

- 66510000 - Insurance services

Contract locations

- UKH23 - Hertfordshire

Submission

Enquiry deadline

1 August 2025, 5:00pm

Tender submission deadline

14 August 2025, 1:00pm

Submission address and any special instructions

All Tender Documents and correspondence must be submitted via the Council's e-tendering portal at <http://www.supplyhertfordshire.uk>

Please submit your completed tender document via the Council's e-tendering portal no later than 12 noon 14 August 2025. Any tender submitted either manually or by email will not be accepted.

Tenders may be submitted electronically

Yes

Languages that may be used for submission

English

Award decision date (estimated)

30 August 2025

Award criteria

Name	Description	Type
Simple description	Criteria Financial Assessment will be carried out on the winning bidder Pass/Fail Price 50% Cover 35% Claims Service 10% Added Value & Innovation 5% Total 100%	Price

Weighting description

Criteria

Financial Assessment will be carried out on the winning bidder Pass/Fail

Price 50%

Cover 35%

Claims Service 10%

Added Value & Innovation 5%

Total 100%

Other information

Conflicts assessment prepared/revised

Yes

Procedure

Procedure type

Open procedure

Contracting authority

Dacorum Borough Council

- Public Procurement Organisation Number: PGGG-5373-XYZX

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Region: UKH23 - Hertfordshire

Organisation type: Public authority - sub-central government