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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

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 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 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

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## **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

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**Award criteria**

<b>Name</b>	<b>Description</b>	<b>Type</b>
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%

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## **Other information**

### **Conflicts assessment prepared/revised**

Yes

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## **Procedure**

### **Procedure type**

Open procedure

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## **Contracting authority**

**Dacorum Borough Council**

- Public Procurement Organisation Number: PGGG-5373-XYZX

The Forum, Marlowes

Hemel Hempstead

HP1 1DN

United Kingdom

Contact name: Sue Foster

Telephone: +441442228346

Email: [procurement@dacorum.gov.uk](mailto:procurement@dacorum.gov.uk)

Region: UKH23 - Hertfordshire

Organisation type: Public authority - sub-central government