

UK-Shrewsbury: insurance services

2009/S 238-341253

CONTRACT NOTICE

Services

SECTION I: CONTRACTING AUTHORITY

I.1) NAME, ADDRESSES AND CONTACT POINT(S):

Shropshire and Wrekin Fire Authority, Brigade Headquarters St. Michaels Street, Attn: Sharon Lloyd, UK-Shrewsbury SY1 2HJ . Tel. +44 1743260210. E-mail: Sharon.lloyd@shropshirefire.gov.uk. Fax +44 1743260268.

Internet address(es):

General address of the contracting authority: www.shropshirefire.gov.uk.

Further information can be obtained at: Aon Limited, 1st Floor West Insurance House, 125-129 Vaughan Way, Contact: John Kavanagh, Attn: John Kavanagh, UK-Leicester LE1 4SB . Tel. +44 1162807049. E-mail: john.kavanagh@ars.aon.co.uk. Fax +44 1162537804.

Specifications and additional documents (including documents for competitive dialogue and a dynamic purchasing system) can be obtained at: As Above.

Tenders or requests to participate must be sent to: Shropshire and Wrekin Fire Authority, Brigade Headquarters St. Michaels Street, Attn: Sharon Lloyd, UK-Shrewsbury SY1 2HJ . Tel. +44 1743260210. E-mail: Sharon.lloyd@shropshirefire.gov.uk. Fax +44 1743260268. URL: www.shropshirefire.gov.uk.

I.2) TYPE OF THE CONTRACTING AUTHORITY AND MAIN ACTIVITY OR ACTIVITIES:

Body governed by public law.

General public services.

The contracting authority is purchasing on behalf of other contracting authorities: no.

SECTION II: OBJECT OF THE CONTRACT

II.1) DESCRIPTION

II.1.1) Title attributed to the contract by the contracting authority:

General Insurance Services.

II.1.2) Type of contract and location of works, place of delivery or of performance:

Services.

Service category: No 6A.

Main place of performance: Shrewsbury.

NUTS code: UKG22.

II.1.3) The notice involves:

A public contract.

II.1.4) Information on framework agreement:

II.1.5) Short description of the contract or purchase(s):

The provision of general insurance services (excluding broking services) including Property, Liability, Fidelity Guarantee, Personal Accident, Motor Engineering and Legal Expenses.

II.1.6) Common procurement vocabulary (CPV):

66510000, 66515200, 66516000, 66514110, 66519200, 66513100.

II.1.7) **Contract covered by the Government Procurement Agreement (GPA):**

Yes.

II.1.8) **Division into lots:**

No.

II.1.9) **Variants will be accepted:**

Yes.

II.2) **QUANTITY OR SCOPE OF THE CONTRACT**

II.2.1) **Total quantity or scope:**

Estimated value excluding VAT: Commercially Confidential GBP.

II.2.2) **Options:**

No.

II.3) **DURATION OF THE CONTRACT OR TIME-LIMIT FOR COMPLETION:**

Starting: 1.6.2010.

SECTION III: LEGAL, ECONOMIC, FINANCIAL AND TECHNICAL INFORMATION

III.1) **CONDITIONS RELATING TO THE CONTRACT**

III.1.1) **Deposits and guarantees required:**

III.1.2) **Main financing conditions and payment arrangements and/or reference to the relevant provisions regulating them:**

The authority will pay insurance premiums on the 1st June and then annually.

III.1.3) **Legal form to be taken by the group of economic operators to whom the contract is to be awarded:**

Insurance Companies.

III.1.4) **Other particular conditions to which the performance of the contract is subject:**

No.

III.2) **CONDITIONS FOR PARTICIPATION**

III.2.1) **Personal situation of economic operators, including requirements relating to enrolment on professional or trade registers:**

Information and formalities necessary for evaluating if requirements are met: This tender is open to insurance companies who are licensed to transact insurance business in the categories listed in 11.1.6 either in the UK or in the EC Member State of domicile.

III.2.2) **Economic and financial capacity:**

III.2.3) **Technical capacity:**

Information and formalities necessary for evaluating if requirements are met:

Details of names and qualifications of employees who would be responsible for delivery of services.

III.2.4) **Reserved contracts:**

No.

III.3) **CONDITIONS SPECIFIC TO SERVICES CONTRACTS**

III.3.1) **Execution of the service is reserved to a particular profession:**

Yes.

This tender is open to insurance companies who are licensed to provide the insurance cover required either in the UK or in the EC Member State of domicile. Insurers must be authorised by the UK Financial Services Authority or equivalent.

- III.3.2) **Legal entities should indicate the names and professional qualifications of the staff responsible for the execution of the service:**
Yes.

SECTION IV: PROCEDURE

IV.1) TYPE OF PROCEDURE

IV.1.1) Type of procedure:

Negotiated.

Candidates have already been selected: no.

IV.1.2) Limitations on the number of operators who will be invited to tender or to participate:

Envisaged minimum number: 005.

Objective criteria for choosing the limited number of candidates: Insurance companies will be short listed using the criteria set out under III.2.I to III.2.III above.

IV.1.3) Reduction of the number of operators during the negotiation or dialogue:

Recourse to staged procedure to gradually reduce the number of solutions to be discussed or tenders to be negotiated no.

IV.2) AWARD CRITERIA

IV.2.1) Award criteria:

The most economically advantageous tender in terms of the criteria stated in the specifications, in the invitation to tender or to negotiate or in the descriptive document.

IV.2.2) An electronic auction will be used:

No.

IV.3) ADMINISTRATIVE INFORMATION

IV.3.1) File reference number attributed by the contracting authority:

IV.3.2) Previous publication(s) concerning the same contract:

No.

IV.3.3) Conditions for obtaining specifications and additional documents or descriptive document:

Time limit for receipt of requests for documents or for accessing documents: 14.1.2010 - 12:00.

IV.3.4) Time-limit for receipt of tenders or requests to participate:

9.3.2010.

IV.3.5) Date of dispatch of invitations to tender or to participate to selected candidates:

15.1.2010.

IV.3.6) Language(s) in which tenders or requests to participate may be drawn up:

English.

IV.3.7) Minimum time frame during which the tenderer must maintain the tender:

Duration in days: 090 (from the date stated for receipt of tender).

IV.3.8) Conditions for opening tenders:

Date: 10.3.2010.

Place: Shropshire and Wrekin Fire Authority Shrewsbury.

Persons authorised to be present at the opening of tenders: yes.

Sharon Lloyd and other employees of Shropshire and Wrekin Fire Authority as nominated by Sharon Lloyd,.

SECTION VI: COMPLEMENTARY INFORMATION

VI.1) **THIS IS A RECURRENT PROCUREMENT:**

VI.2) **CONTRACT RELATED TO A PROJECT AND/OR PROGRAMME FINANCED BY EU FUNDS:**

No.

VI.3) **ADDITIONAL INFORMATION:**

The following Insurers have already been short listed to participate.

In this tender and do not need to apply for inclusion.

Zurich Municipal, ACE Europe, Allianz Cornhill Engineering, Royal and Sun Alliance Engineering, Risk Management Partners/Chartis, Travelers, HSB Engineering, Atrium Underwriters, Allianz, QBE, Royal and Sun Alliance, Summit Motor Policies, Aviva Tokio Marine.

II.2.2) Options (if applicable):

Number of possible renewals (if any): 1.

VI.4) **PROCEDURES FOR APPEAL**

VI.4.1) **Body responsible for appeal procedures:**

Shropshire and Wrekin Fire Authority, Brigade Headquarters St. Michaels Street, UK-Shrewsbury SY1 2HJ .

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VI.4.2) **Lodging of appeals:**

VI.4.3) **Service from which information about the lodging of appeals may be obtained:**

VI.5) **DATE OF DISPATCH OF THIS NOTICE:**

7.12.2009.