

UK-Salisbury: liability insurance services

2010/S 16-021826

CONTRACT NOTICE

Services

SECTION I: CONTRACTING AUTHORITY

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

Health Protection Agency, Porton Down, Attn: John Smith, Salisbury SP4 0JG , UNITED KINGDOM. Tel. +44 1179769303. E-mail: smithj1@willis.com. Fax +44 1179299845.

Further information can be obtained at: As in above-mentioned contact point(s).

Specifications and additional documents (including documents for competitive dialogue and a dynamic purchasing system) can be obtained at: As in above-mentioned contact point(s).

Tenders or requests to participate must be sent to: As in above-mentioned contact point(s).

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

Body governed by public law.

Health.

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:

Provision of Non Life Insurance Services (excluding broking services).

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

Services.

Service category: No 6.

Main place of performance: Various locations within United Kingdom.

NUTS code: UK.

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):

Provision of Non Life Insurance Services (excluding broking services).

II.1.6) Common procurement vocabulary (CPV):

66516000, 66516500, 66512100, 66514110, 66516100, 66519200.

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

Yes.

II.1.8) Division into lots:

Yes.

Tenders should be submitted for: one or more lots.

II.1.9) Variants will be accepted:

No.

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

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

Insurance cover is to commence 1.4.2010.

II.2.2) **Options:**

Yes.

Description of these options: Options for 3 year Long Term Agreements and Fixed Period Agreements will be considered.

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

Starting: 1.4.2010. Completion: 31.3.2011.

INFORMATION ABOUT LOTS

LOT NO 1

TITLE: Provision of Public and Products Liability Insurance

1) **SHORT DESCRIPTION:**

Provision of Public and Products Liability Insurance.

2) **COMMON PROCUREMENT VOCABULARY (CPV):**

66516000.

3) **QUANTITY OR SCOPE:**

Cover is to commence 1.4.2010.

4) **INDICATION ABOUT DIFFERENT DATE FOR DURATION OF CONTRACT OR STARTING/COMPLETION:**

5) **ADDITIONAL INFORMATION ABOUT LOTS:**

LOT NO 2

TITLE: Provision of Professional Indemnity Insurance

1) **SHORT DESCRIPTION:**

Provision of Professional Indemnity Insurance.

2) **COMMON PROCUREMENT VOCABULARY (CPV):**

66516500.

3) **QUANTITY OR SCOPE:**

Cover is to commence 1.4.2010.

4) **INDICATION ABOUT DIFFERENT DATE FOR DURATION OF CONTRACT OR STARTING/COMPLETION:**

5) **ADDITIONAL INFORMATION ABOUT LOTS:**

LOT NO 3

TITLE: Provision of Personal Accident Insurance

1) **SHORT DESCRIPTION:**

Provision of Personal Accident Insurance.

2) **COMMON PROCUREMENT VOCABULARY (CPV):**

66512100.

3) **QUANTITY OR SCOPE:**

Cover is to commence 1.4.2010.

4) **INDICATION ABOUT DIFFERENT DATE FOR DURATION OF CONTRACT OR STARTING/COMPLETION:**

5) **ADDITIONAL INFORMATION ABOUT LOTS:**

LOT NO 4

TITLE: Provision of Motor Fleet Insurance

1) **SHORT DESCRIPTION:**

Provision of Motor Fleet Insurance.

2) **COMMON PROCUREMENT VOCABULARY (CPV):**

66514110, 66516100.

3) **QUANTITY OR SCOPE:**

Cover is to commence 1.4.2010.

4) **INDICATION ABOUT DIFFERENT DATE FOR DURATION OF CONTRACT OR STARTING/COMPLETION:**

5) **ADDITIONAL INFORMATION ABOUT LOTS:**

LOT NO 5

TITLE: Provision of Engineering Inspection cover

1) **SHORT DESCRIPTION:**

Provision of Engineering Inspection cover.

2) **COMMON PROCUREMENT VOCABULARY (CPV):**

66519200.

3) **QUANTITY OR SCOPE:**

Cover is to start 1.4.2010.

4) **INDICATION ABOUT DIFFERENT DATE FOR DURATION OF CONTRACT OR STARTING/COMPLETION:**

5) **ADDITIONAL INFORMATION ABOUT LOTS:**

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:**

Offers for payment by instalments will be considered.

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

Joint and several liability to be assumed by all group bidders before acceptance.

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

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: Applicants are requested to provide their letter of application an overview of services provided to the public sector over the past three years.

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

Information and formalities necessary for evaluating if requirements are met: Potential suppliers may be asked to provide a copy of their annual report and accounts for the past three years.

III.2.3) **Technical capacity:**

Minimum level(s) of standards possibly required:

Service providers will be authorised to write the class of insurance listed within EU member states subject to English Law and jurisdiction of English courts. Potential suppliers may be asked to produce a certificate issued by the appropriate insurance regulatory authority indicating the types of insurance the insurer is authorised to provide. Potential suppliers must also comply with the UK Department for Business Enterprise and Regulatory Reform Regulations.

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.

Insurance Companies Act 1982 and any other statutory modifications thereof. Insurers must be authorised to carry on business in the relevant class of business as listed in II.1.6.

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

No.

SECTION IV: PROCEDURE

IV.1) **TYPE OF PROCEDURE**

IV.1.1) **Type of procedure:**

Accelerated restricted.

Justification for the choice of accelerated procedure: Limited timetable relative to the required insurance inception date of 1.4.2010 in accordance with prevailing European Union Procurement Regulations.

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

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

IV.2) **AWARD CRITERIA**

IV.2.1) **Award criteria:**

The most economically advantageous tender in terms of the criteria stated below:

1. Price. Weighting: 40.
2. Scope of cover. Weighting: 30.
3. Full knowledge and understanding of insurance required. Weighting: 20.
4. Claims and underwriting services. Weighting: 10.

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:**

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

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

4.2.2010 - 10:00.

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

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:**

IV.3.8) **Conditions for opening tenders:**

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:**

VI.3) **ADDITIONAL INFORMATION:**

Health Protection Agency is supported by its appointed Insurance Advisor Willis Limited in the conduct of this Tender.

VI.4) **PROCEDURES FOR APPEAL**

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

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

Precise information on deadline(s) for lodging appeals: Health Protection Agency will incorporate a ten calendar day standstill period at the point information on the award of the contract is communicated to tenderers. This period allows unsuccessful tenderers to seek further debriefing from the contracting authority before the contract is entered into. Applicants have two working days from notification of the award decision to request additional debriefing and that information has to be provided a minimum of 3 working days before expiry of the standstill period. Such additional information should be requested from the address in section 1.1. If an appeal regarding the award of the contracts has not been successfully resolved the Public Contracts Regulations 2006 (SI 2006 No. 5) provide for aggrieved parties who have been harmed or are at risk by a breach of the rules to take action in the High Court (England, Wales and Northern Ireland). Any such action must be brought promptly (generally within 3 months). Where a contract has not been entered into the court may order the setting aside of the award decision or order Health Protection Agency to amend any document and may award damages. If the contract has been entered into the court may only award damages.

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

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

21.1.2010.