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UK-Leyland: insurance services

2010/S 117-176787

CONTRACT NOTICE

Services

SECTION I: CONTRACTING AUTHORITY

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

Progress Housing Group
Progress Housing Group Sumner House 21 King Street
Contact: Debbie Atherton
PR25 2LW Leyland
UNITED KINGDOM
E-mail: insurancerenewal@progressgroup.org.uk

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

Other Registered social landlord
Housing and community amenities
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

Insurance services review 2010.

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 Primarily in the North West of England but also other locations as required to protect the assets earnings and liabilities of the awarding authority.

NUTS code UKD4

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)

Property, business interruption, liability, motor vehicle, engineering, personal accident, fidelity guarantee, professional indemnity, construction related and other insurances and insurance services as required by Progress Housing Group.

II.1.6) Common procurement vocabulary (CPV)

66510000

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

No

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**

Non-life insurance and related services.

II.2.2) **Options**

Yes

description of these options: Progress Housing Group is looking to enter into a long term agreement or similar undertaking for 3 years with a possible option to extend the contract for a further 2 years, all subject to satisfactory service, cost and performance.

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

SECTION III: LEGAL, ECONOMIC, FINANCIAL AND TECHNICAL INFORMATION

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

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

As stated in tender documents.

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

As stated in tender documents.

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**

Yes

As stated in tender documents.

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: Potential suppliers may be requested to provide a summary and overview of services provided to the social housing sector over the past 5 years, and details of up to 5 clients receiving similar services. 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 and must comply with UK Department of Trade and Industry regulations.

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

Information and formalities necessary for evaluating if requirements are met: As stated in tender documents.
Minimum level(s) of standards possibly required As stated in tender documents.
NB All insurance providers must be at least A rated.

III.2.3) **Technical capacity**

Information and formalities necessary for evaluating if requirements are met:

As stated in tender documents.

Minimum level(s) of standards possibly required

Insurers must be licensed to transact business in the categories mentioned above either in UK or EC Member State of domicile.

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 service will be regulated by the provisions of the Insurance Companies Act 1982 and any other modifications thereof. Suppliers of insurance services will be required to be authorised by the Financial Services Authority.

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 3 maximum number 5

Objective criteria for choosing the limited number of candidates: As stated in tender documents.

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**

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

No

IV.3.3) **Conditions for obtaining specifications and additional documents**

Time limit for receipt of requests for documents or for accessing documents 9.7.2010

Payable documents No

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

21.7.2010 - 16:00

IV.3.5) **Date of dispatch of invitations to tender or to participate to selected candidates**
27.7.2010

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**

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

SECTION VI: COMPLEMENTARY INFORMATION

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

Yes

estimated timing for further notices to be published: 2013.

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

No

VI.3) **ADDITIONAL INFORMATION**

Progress Housing Group manages over 7 000 properties and its insurance arrangements require extensive resources on the part of insurance service providers. Insurance of social landlords is a highly specialist field, and Progress Housing Group will require respondents to this notice to be able to demonstrate clearly a strong track record of insurance provision in the RSL sector. This will include providing details of the number of housing associations (not local authorities, charities, care homes or other similar interests) which you service, the number of units you insure, your main insurance providers, details of your insurance policy wordings and evidence of detailed knowledge and experience on the part of all account servicing, claims handling and risk management staff. The proposal will be expected to demonstrate in practical terms the capability of tenderers to manage effectively the insurance arrangements for Progress Housing Group, as well as providing competitive insurance terms from experienced RSL insurers.

Progress Housing Group requires that all insurers proposed for its insurance arrangements shall be at least A rated by Standard & Poors or an equivalent rating agency.

The review is to be a two stage procedure. Responses to this notice in the form of a completed PQQ are required by 21.7.2010. Candidates to enter the negotiated stage of the process will be selected from those responses. The final costed tenders from those candidates selected as tenderers must be submitted by 16:00 on 27.9.2010.

VI.4) **PROCEDURES FOR APPEAL**

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

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:**

14.6.2010