

UK-Seaham: insurance services

2010/S 25-035944

CONTRACT NOTICE

Services

SECTION I: CONTRACTING AUTHORITY

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

Business & Enterprise North East, Spectrum 6, Spectrum Business Park, Contact: Procurement Officer, Attn: Graeme Reid, Seaham SR7 7TT , UNITED KINGDOM. Tel. +44 1914266445. E-mail: Graeme.Reid@be-ne.co.uk. Fax +44 1914266445.

Internet address(es):

General address of the contracting authority: www.be-ne.co.uk.

Further information can be obtained at: Aon Consulting, 3 The Embankment, Sovereign Street, Attn: Andrew Fisher, Leeds LS1 4BJ , UNITED KINGDOM. Tel. +44 1132833555. E-mail: Andrew.fisher@aonconsulting.co.uk. Fax +44 1132833561. URL: www.aon.co.uk.

Specifications and additional documents (including documents for competitive dialogue and a dynamic purchasing system) can be obtained at: Aon Consulting, 3 The Embankment, Sovereign Street, Attn: Andrew Fisher, Leeds LS1 4BJ , UNITED KINGDOM. Tel. +44 1132833555. E-mail: Andrew.fisher@aonconsulting.co.uk. Fax +44 1132833561. URL: www.aon.co.uk.

Tenders or requests to participate must be sent to: Aon Consulting, 3 The Embankment, Sovereign Street, Attn: Andrew Fisher, Leeds LS1 4BJ , UNITED KINGDOM. Tel. +44 1132833555. E-mail: Andrew.fisher@aonconsulting.co.uk. Fax +44 1132833561. URL: www.aon.co.uk.

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

Other: Regional Business Support Agency.

Other: Business Support 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:

Private Medical Insurance Contract.

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: Seaham.

NUTS code: UKC14.

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):

Insurance contract for the provision of private medical insurance benefits.

II.1.6) **Common procurement vocabulary (CPV):**

66510000, 66512220.

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:**

Tenders for the private medical insurance contract will be on the basis of a 12 month contract with the option to extend annually up to a maximum of 3 years.

Estimated value excluding VAT: 200 000 GBP.

II.2.2) **Options:**

Yes.

Description of these options: See II 2.1 above.

Number of possible renewals: 3

in the case of renewable supplies or service contracts, estimated timeframe for subsequent contracts: in months: 12 (from the award of the contract).

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

Duration in months: 12 (from the award of the contract).

SECTION III: LEGAL, ECONOMIC, FINANCIAL AND TECHNICAL INFORMATION

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

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

Not applicable.

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

Premium will be paid within 30 days of Contract inception and annually thereafter.

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

Not applicable.

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: The Tender is open to Insurance Companies who must be licensed to transact Insurance Business in the categories listed in II.1.6 in the UK and must be regulated and authorised by the Financial Services Authority.

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

Information and formalities necessary for evaluating if requirements are met: Provider must be listed on Aon's Market Security Guide.

III.2.3) **Technical capacity:**

Information and formalities necessary for evaluating if requirements are met:
Providers service levels will be assessed against the Aon Insurer Survey.

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.

Open to Insurance Companies licensed to provide the Insurance cover required in the UK and authorised by the UK 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:**

SECTION IV: PROCEDURE

IV.1) **TYPE OF PROCEDURE**

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

Accelerated negotiated.

Justification for the choice of accelerated procedure: To deliver business to marketplace rapidly as encouraged by the European Commission's decision to relax the rules on the use of the accelerated procedure during 2009 and 2010, as documented within the Office of Government Commerce's Information Note 1/09 14.1.2009.

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

Envisaged minimum number: 5.

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 below:

1. Price.
2. Conditions / Scope of Cover.
3. Quality & Service Standards.

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: 23.2.2010.

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

18.2.2010.

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

19.2.2010.

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:**

No.

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

No.

VI.3) **ADDITIONAL INFORMATION:**

The following insurers have been selected to participate in the tender process, AXA-PPP, Aviva, BUPA, Standard Life Healthcare, Pru Health.

Aon Consulting have been exclusively engaged to manage the tender exercise on behalf of the contracting authority.

IV.3.3) Conditions for obtaining specifications and additional documents (except for a DPS) or descriptive document (in the case of a competitive dialogue): Time-limit for receipt of requests for documents or for accessing documents: Time: Midday

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

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:**

1.2.2010.