

UK-Paisley: insurance services

2009/S 72-104966

CONTRACT NOTICE

Services

SECTION I: CONTRACTING AUTHORITY

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

University of the West of Scotland, Procurement Office, Paisley Campus, Contact: All contact to be via Aon Limited, Sentinel, 103 Waterloo Street, Glasgow, G2 7BW, Attn: Bill Wignall/Graham Munro, UK-Paisley PA1 2BE . Tel. +44 1412485070. E-mail: bill.wignall@ars.aon.co.uk, Graham.munro@aon.co.uk. Fax +44 1412223345.

Internet address(es):

General address of the contracting authority: www.uws.ac.uk.

Further information can be obtained at: Aon Limited, Sentinel, 103 Waterloo Street, Attn: Bill Wignall, UK-Glasgow G2 7BW . Tel. +44 1412223229. E-mail: bill.wignall@ars.aon.co.uk. Fax +44 1412223345. URL: www.aon.co.uk.

Specifications and additional documents (including documents for competitive dialogue and a dynamic purchasing system) can be obtained at: Aon Limited, Sentinel, 103 Waterloo Street, Attn: Bill Wignall, UK-Glasgow G2 7BW . Tel. +44 1412223229. E-mail: bill.wignall@ars.aon.co.uk. Fax +44 1412223345. URL: www.aon.co.uk.

Tenders or requests to participate must be sent to: Aon Limited, Sentinel, 103 Waterloo Street, Attn: Bill Wignall, UK-Glasgow G2 7BW . Tel. +44 1412223229. E-mail: bill.wignall@ars.aon.co.uk. Fax +44 1412223345. URL: www.aon.co.uk.

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

Body governed by public law.

Education.

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:

Tender for the Provision of Non-life Insurance 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: Paisley, Hamilton, Ayr and Dumfries, Scotland.

NUTS code: UKM34.

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):

Tenders are invited for the General Insurances of the University of the West of Scotland.

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

66510000, 66515200, 66515411, 66516000, 66516500, 66514110, 66512000, 66513200, 66519200.

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

No.

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

Yes.

Tenders should be submitted for: one or more lots.

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

Yes.

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

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

Provision of 7 categories of non-life insurance services to the University for a 36 month period commencing 1.8.2009 with the option to extend for a further one year by mutual agreement.

Estimated value excluding VAT: 900 000 GBP.

Insurers may quote for some or all risk classes or lots on the basis of a three year long term agreement with the option to extend for a further one year by mutual agreement.

II.2.2) **Options:**

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

Duration in months: 36 (from the award of the contract).

INFORMATION ABOUT LOTS

LOT NO 001

TITLE: Property Insurance Services and Pecuniary Loss Insurance Services

1) **SHORT DESCRIPTION:**

Material Damage and Business Interruption.

"All Risks".

Money.

Fidelity Guarantee.

Computer.

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

66510000, 66515200, 66515411.

3) **QUANTITY OR SCOPE:**

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

5) **ADDITIONAL INFORMATION ABOUT LOTS:**

LOT NO 002

TITLE: Liability Insurance Services

1) **SHORT DESCRIPTION:**

Employers Liability.

Public Liability.

Products Liability.

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

66510000, 66516000.

3) **QUANTITY OR SCOPE:**

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

5) **ADDITIONAL INFORMATION ABOUT LOTS:**

LOT NO 003

TITLE: Professional Liability Insurance Services

1) **SHORT DESCRIPTION:**

Professional Indemnity.

Directors and Officers Liability.

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

66510000, 66516500.

3) **QUANTITY OR SCOPE:**

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

5) **ADDITIONAL INFORMATION ABOUT LOTS:**

LOT NO 004

TITLE: Motor Vehicle Insurance Services

1) **SHORT DESCRIPTION:**

Motor Fleet.

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

66510000, 66514110.

3) **QUANTITY OR SCOPE:**

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

5) **ADDITIONAL INFORMATION ABOUT LOTS:**

LOT NO 005

TITLE: Accident and Health Insurance Services

1) **SHORT DESCRIPTION:**

Personal Accident and Travel.

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

66510000, 66512000.

3) **QUANTITY OR SCOPE:**

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

5) **ADDITIONAL INFORMATION ABOUT LOTS:**

LOT NO 006

TITLE: Contractors all-risk insurance services

1) **SHORT DESCRIPTION:**

Contract Works.

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

66510000, 66513200.

- 3) **QUANTITY OR SCOPE:**
- 4) **INDICATION ABOUT DIFFERENT DATE FOR DURATION OF CONTRACT OR STARTING/COMPLETION:**
- 5) **ADDITIONAL INFORMATION ABOUT LOTS:**

LOT NO 007

TITLE: Engineering Insurance Services

- 1) **SHORT DESCRIPTION:**
Engineering Inspection and Damage.
- 2) **COMMON PROCUREMENT VOCABULARY (CPV):**
66510000, 66519200.
- 3) **QUANTITY OR SCOPE:**
- 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:**
Refer to tender document.
- III.1.2) **Main financing conditions and payment arrangements and/or reference to the relevant provisions regulating them:**
- III.1.3) **Legal form to be taken by the group of economic operators to whom the contract is to be awarded:**
- 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: Economic operators must be licenced to transact insurance business in the categories listed either in the United Kingdom or the EU Member State of domicile. Proof is required.
- III.2.2) **Economic and financial capacity:**
Information and formalities necessary for evaluating if requirements are met: Copy of last 3 years annual reports and accounts.
Minimum level(s) of standards possibly required: A minimum financial standing of Standard & Poor's rating of A- or equivalent.
- III.2.3) **Technical capacity:**
Information and formalities necessary for evaluating if requirements are met: Details of the educational and professional qualifications and experience of all employees who would be responsible for providing the services or carrying out the work or works under the contract.
Details of other Higher Education Clients to be provided.
- 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 authorised under the Insurance Companies Act 1982 or equivalent legislation.

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: yes.

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

Envisaged minimum number: 6. Maximum number:

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 yes.

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:**

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

19.5.2009 - 12:00.

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

22.5.2009.

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: 90 (from the date stated for receipt of tender).

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

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

Gillian Patton, Senior Procurement Officer, University of the West of Scotland.

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:**

Names and addresses of economic operators already selected:

AIG Europe (UK) Ltd The AIG Building, 58 Fenchurch St, London EC3M 4AB, UNITED KINGDOM.

ACE European Group Ltd The ACE Building, 100 Leadenhall St, London EC3A 3BP, UNITED KINGDOM.

AFM Ltd 52 Leadenhall Street, London, EC3A 2BJ, UNITED KINGDOM.

Allianz Insurance PLC 57 Ladymead, Guildford, Surrey, GU1 1DG, UNITED KINGDOM.

Amlin Insurance Services Ltd St Helen's, 1 Undershaft, London EC3A 8ND, UNITED KINGDOM.

A G Dore 70 Gracechurch Street, 4th Floor, London EC3V 0XL, UNITED KINGDOM.

Aspen Insurance UK Services 100 Leadenhall Street, London, EC3A 3DD, UNITED KINGDOM.

AXA General Insurance Ltd 107 Cheapside, London EC2V 6DU, UNITED KINGDOM.

Brit Insurance Limited 55 Bishopgate, London, EC2N 3AS, UNITED KINGDOM.

Bureau Veritas Inspections Ltd Tower Bride Ct, 224-226 Tower Bridge Road, London SE1 2TX, UNITED KINGDOM.

Catlin 3 Minster Court, Mincing Lane, London EC3R 7DD, UNITED KINGDOM.

CNA Insurance Co (Europe) Ltd Continental Ho, 77 Gracechurch St, London EC3V 0DL, UNITED KINGDOM.

Chubb Insurance Company of Europe SA 106 Fenchurch St, London EC3M 5NB, UNITED KINGDOM.

Ecclesiastical Insurance Group Plc Beaufort Ho, Brunswich Rd, Gloucester, Gloucestershire GL1 1JZ, UNITED KINGDOM.

Equity Red Star Ltd Library House, New Road, Brentwood, Essex OM14 4GD HDI, UNITED KINGDOM.

Gerling UK Ltd 50 Fenchurch Street, London EC3M 3LE, UNITED KINGDOM.

Hiscox Insurance Co Ltd 1 Great St Helens, London EC3A 6HX, UNITED KINGDOM.

HSB Haughton Engineering Services Ltd Cairo House, Greenacres Road, Waterhead, Oldham, OL4 3JA, UNITED KINGDOM.

Johnson Yates Ltd, 4th Floor, Grampian House, 144 Deansgate, Manchester, M3 3EE, UNITED KINGDOM.

Markel (UK) Ltd 49 Leadenhall Street, London EC3A 2EA, UNITED KINGDOM.

Marketform Managing Agency Ltd 8 Lloyds Avenue, London EC3N 3EL, UNITED KINGDOM.

Mitsui Sumitomo Insurance (London) Ltd 4th Floor, 71 Fenchurch Street, London EC3M 4BS, UNITED KINGDOM.

Norwich Union 8 Surrey Street, Norwich, Norfolk NR1 3NG, UNITED KINGDOM.

Novae 71 Fenchurch Street, London EC3M 4HH, UNITED KINGDOM.

QBE Insurance Co (UK) LTD 4TH Floor Corn Exchange, 55 Mark Lane, London EC3R 7NE, UNITED KINGDOM.

Royal & Sun Alliance Insurance Group Plc 9th Floor 1 Plantation Place, 30 Fenchurch Street, London EC3M 3BD, UNITED KINGDOM.

Travelers Insurance Co Ltd 60 Gracechurch Street, London EC3V 0HR, UNITED KINGDOM.

Tokio Marine Europe 150 Leadenhall Street, London, EC3V 4TE, UNITED KINGDOM.

XL Insurance (UK) Holdings Ltd XI House, 70 Gracechurch Street, London EC3V 0XL, UNITED KINGDOM.

Zurich Municipal Zurich House, Stanhope Road, Portsmouth, Hants PO1 1DU, UNITED KINGDOM.

II.3): starting: 1.8.2009 - completion: 31.7.2012.

VI.4) **PROCEDURES FOR APPEAL**

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

Aon Limited, Sentinel, 103, Waterloo Street, UK-Glasgow G2 7BW . E-mail: graham.munro@aon.co.uk. Tel. +44 1412485070. Fax +44 1412223345.

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

Precise information on deadline(s) for lodging appeals: The University of the West of Scotland will incorporate a minimum of a 10 calendar day standstill period at the point when information on the award of the contract is communicated to tenderers. This period allows unsuccessful tenderers to seek further debriefing from the body responsible for the appeals procedure before the contract is entered into. Applicants have 2 working days from the notification of the award decision to request additional debriefing and that information has to be provided a minimum of 3 working days before the expiry of the standstill period. Such additional information should be required from the contact detailed in Annex A.1 of this Contract Notice. If an appeal regarding the award of contract has not been successfully resolved The Public Contracts (Scotland) Regulations 2006 (SSI 2006 no 1) provide for aggrieved parties who have been harmed or are at risk of harm by a breach of the rules to take action in the Sheriff Court or Court of Session. 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 the authority to amend any document and may award damages. If the contract has been entered into the Court may only award damages. The purpose of the standstill period referred to above is to allow parties to apply to the Courts to set aside the award decision before the contract is entered into.

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

VI.5) **DATE OF DISPATCH OF THIS NOTICE:**
9.4.2009.