

# Contract Notice



## Contract notice

Directive 2014/24/EU

## Section I: Contracting authority

### I.1) Name and addresses

Official name: London Universities Purchasing Consortium (a company limited by guarantee reg. no. 04784719)

National registration number:

Postal address: Shropshire House, 179 Tottenham Court Road

Town: London

NUTS code: UK

Postal Code: W1T 7NZ

Country: UK

Contact person:

Telephone: +44 2073072760

Fax:

E-mail: [m.kilner@lupc.ac.uk](mailto:m.kilner@lupc.ac.uk)

Main address:(URL) <http://www.lupc.ac.uk/>

Address of the buyer profile: (URL) <https://lupc.bravosolution.co.uk/web/login.shtml>

### I.2) Joint procurement

- The contract involves joint procurement

In the case of joint procurement involving different countries, state applicable national procurement law:

- The contract is awarded by a central purchasing body

### I.3) Communication

- The procurement documents are available for unrestricted and full direct access, free of charge at:

- Access to the procurement documents is restricted.  
Further information can be obtained at:

URL: <https://lupc.bravosolution.co.uk/web/login.shtml>

Additional information can be obtained from

- the abovementioned address  
 another address

Official name:

National registration  
number:

Postal address:

Town:

NUTS code:

Postal Code:

Country:

Contact person:

Telephone:

Fax:

E-mail:

Main address:(URL)

Address of the  
buyer profile: (URL)

Tenders or requests to participate must be sent

- electronically

via (URL): <https://lupc.bravosolution.co.uk/web/login.shtml>

- the abovementioned address  
 another address

Official name:

National registration  
number:

Postal address:

Town:

NUTS code:

Postal Code:

Country:

Contact person:

Telephone:

Fax:

E-mail:

Main address:(URL)

Address of the  
buyer profile: (URL)

- Electronic communication requires the use of tools and devices that are not generally available. Unrestricted and full direct access to these tools and devices is possible, free of charge,

at: (URL)

#### I.4)Type of contracting authority

- Ministry or any other national or federal authority, including their regional or local subdivisions
- National or federal agency/office
- Regional or local authority
- Regional or local agency/office
- Body governed by public law
- European institution/agency or international organisation
- Other type:

#### I.5)Main activity

- General public services
- Defence
- Public order and safety
- Environment
- Economic and financial affairs
- Health
- Housing and community amenities
- Social protection
- Recreation, culture and religion
- Education
- Other activity:

## Section II: Object

### II.1) Scope of the procurement

II.1.1) Title: Fine Art and Terrorism Insurance Services (Non-Brokerage)

Reference number: INS5051 LU

### II.1.2) Main CPV code:

II.1.2) Main CPV code: [66510000] Insurance services

### II.1.3) Type of contract

- Works
- Supplies
- Services

### II.1.4) Short description:

Fine Art and Terrorism Insurance services as two separate lots and commencing 1.12.2017 on a two and two-thirds of a year contract (8 months only in year 1) to 31.07.2020 with the option to extend for a further 2 years on behalf of the Full and Associate Members of the LUPC Insurance Group. This includes Members from the neighbouring Southern Universities Purchasing Consortium. Members of the North Eastern Universities Purchasing Consortium are also permitted to participate. Links to the consortia including a list of current Members may be found at: LUPC <http://lupc.ac.uk/list-of-members.html>, SUPC <http://www.supc.ac.uk/about-us/our-members/ourmembers> and NEUPC <http://www.neupc.ac.uk/ourmembers>. Those Members requiring either or both covers will be clearly highlighted within the schedules. Group membership is subject to change and the agreement will also apply, with the express written permission of LUPC, to any third sector or other public sector organisation in the United Kingdom.

### II.1.5) Estimated total value

Value excluding  
VAT:

Currency: GBP

(for framework agreements or dynamic purchasing systems – estimated total maximum value for the entire duration of the framework agreement or dynamic purchasing system)

## II.1.6) Information about lots

This contract is divided into lots:

- yes  
 no

Tenders may be submitted for

- all lots  
 maximum number of lots:  
 one lot only

if there is a  
maximum number of  
lots, it is:

- Maximum number of lots that may be awarded to one tenderer

Maximum number:

- The contracting authority reserves the right to award contracts combining the following lots or groups of lots

The contracting  
authority reserves  
the right to award  
concessions  
combining the  
following lots or  
groups of lots

## II.2) Description

II.2.1) Title: Fine Art

Lot No: 1

### II.2.2) Additional CPV code(s):

[66510000] Insurance services

[66515200] Property insurance services

### II.2.3) Place of performance

NUTS code: UK

Main site or place of performance: Southern England including London, East and West Midlands

### II.2.4) Description of the procurement:

(nature and quantity of works, supplies or services or indication of needs and requirements)

Fine Art insurance for the Member's portfolio of art and museum items whilst on various premises owned or the responsibility of the insured Member; and whilst on loan.

## II.2.5) Award criteria

- Criteria below
- Price is not the only award criterion and all criteria are stated only in the procurement documents

Quality criterion

Criteria

Weighting

- Cost criterion
- Price

Criteria

Weighting

Price – Weighting:

## II.2.6) Estimated value

Value excluding  
VAT:

Currency: GBP

(for framework agreements or dynamic purchasing systems – estimated total maximum value for the entire duration of this lot)

## II.2.7) Duration of the contract, framework agreement or dynamic purchasing system

Duration in months: 32

or Duration in days:

or Start:  
(dd/mm/yyyy)

End: (dd/mm/yyyy)

This contract is subject to renewal

- Yes
- No

Description of renewals: The estimated time frame for the commencement of the renewal is 01/08/2022.

## II.2.9) Information about the limits on the number of candidates to be invited

(except in open procedures)

Envisaged number of candidates:

or Envisaged minimum number:

/ Maximum number:

Objective criteria for choosing the limited number of candidates:

## II.2.10) Information about variants

Variants will be accepted

Yes

No

## II.2.11) Information about options

Options

Yes

No

Description of options: Options exist for the extension of the agreement for a maximum of a further 2 years subject to satisfactory supplier performance.

## II.2.12) Information about electronic catalogues

Tenders must be presented in the form of electronic catalogues or include an electronic catalogue

## II.2.13) Information about European Union funds

The procurement is related to a project and/or programme financed by European Union funds

yes

No

Identification of the project:

## II.2.14) Additional information:

## II.2) Description

II.2.1) Title: Terrorism

Lot No: 2

### II.2.2) Additional CPV code(s):

[66510000] Insurance services

[66515200] Property insurance services

### II.2.3) Place of performance

NUTS code: UK

Main site or place of performance: Southern England including London, East and West Midlands

### II.2.4) Description of the procurement:

(nature and quantity of works, supplies or services or indication of needs and requirements)

Terrorism insurance cover against potential losses and liabilities arising from terrorist activities.

### II.2.5) Award criteria

- Criteria below
- Price is not the only award criterion and all criteria are stated only in the procurement documents
- Quality criterion

Criteria

Weighting

- Cost criterion
- Price

Criteria

Weighting

Price – Weighting:

## II.2.6) Estimated value

Value excluding  
VAT:

Currency: GBP

(for framework agreements or dynamic purchasing systems – estimated total maximum value for the entire duration of this lot)

## II.2.7) Duration of the contract, framework agreement or dynamic purchasing system

Duration in months: 32

or Duration in days:

or Start:  
(dd/mm/yyyy)

End: (dd/mm/yyyy)

This contract is subject to renewal

Yes

No

Description of renewals: The estimated time frame for the commencement of the renewal is 01/08/2022.

## II.2.9) Information about the limits on the number of candidates to be invited

(except in open procedures)

Envisaged number  
of candidates:

or Envisaged  
minimum number:

/ Maximum number:

Objective criteria for  
choosing the limited  
number of  
candidates:

## II.2.10) Information about variants

Variants will be accepted

Yes

No

## II.2.11) Information about options

Options

Yes

No

Description of options: Options exist for the extension of the agreement for a maximum of a further 2 years subject to satisfactory supplier performance.

## II.2.12) Information about electronic catalogues

Tenders must be presented in the form of electronic catalogues or include an electronic catalogue

## II.2.13) Information about European Union funds

The procurement is related to a project and/or programme financed by European Union funds

yes

No

Identification of the project:

## II.2.14) Additional information:

## Section III: Legal, economic, financial and technical information

### III.1) Conditions for participation

#### III.1.1) Suitability to pursue the professional activity, including requirements relating to enrolment on professional or trade registers

List and brief description of conditions: The tender is open to bona fide insurers who are licensed and regulated by the Financial Conduct Authority to write the classes of insurance business that they are submitting tenders for, or to mutual companies established for the purpose of financing risks in the UK education sector. Bids from insurance brokers (or equivalent organisations) are also permitted but only where they are accompanied with a letter of agreement from the insurers they are operating on behalf of. This letter must be signed by an authorised representative of the insurer and confirm that the broker (or other organisation) has due authority to respond on the insurers behalf.

#### III.1.2) Economic and financial standing

- Selection criteria as stated in the procurement documents

List and brief description of selection criteria:

Applicants are requested to provide with their letter of application details of their financial standing, including confirmation of company registration number and the company address. Applicants may be asked for further information if the contract authority feels it is necessary. The financial assessment will be based upon a credit check and review of published accounts in relation to the value of business for the Lot(s) applied for.

Minimum level(s) of standards possibly required:

As a minimum a Standard & Poors Rating of A- or equivalent will be required for the classes of insurance being requested. Where a bidder does not hold a rating they will be required (at the request of the LUPC via their appointed representative (Arthur J Gallagher)) to demonstrate that their Financial Security and Standing is at least equal to that of bidder holding a Standard & Poors rating of A- or equivalent .

### III.1.3) Technical and professional ability

- Selection criteria as stated in the procurement documents

List and brief description of selection criteria:

Service providers shall be authorised to write the classes of insurance listed within EU member states subject to English law and jurisdiction of English Courts, or shall be University sector mutual associations.

Minimum level(s) of standards possibly required:

### III.1.5) Information about reserved contracts

- The contract is reserved to sheltered workshops and economic operators aiming at the social and professional integration of disabled or disadvantaged persons
- The execution of the contract is restricted to the framework of sheltered employment programmes

## III.2) Conditions related to the contract

### III.2.1) Information about a particular profession

(only for service contracts)

- Execution of the service is reserved to a particular profession

Reference to the relevant law, regulation or administrative provision: Financial Services & Market Act 2000, Insurance Companies Act 1982 and other statutory modifications thereof, and associated obligations of the Financial Conduct Authority and University sector mutual associations. Insurers must be authorised to carry out business in the relevant classes of insurance listed in II.1.6. This competition does not include a requirement for insurance broking services although insurance brokers are eligible to participate in the tender on behalf of eligible insurers.

### III.2.2) Contract performance conditions:

### III.2.3) Information about staff responsible for the performance of the contract

- Obligation to indicate the names and professional qualifications of the staff assigned to performing the contract

## Section IV: Procedure

### IV.1) Description

#### IV.1.1) Type of procedure

- Open procedure
- Restricted procedure
- Competitive procedure with negotiation
- Competitive dialogue
- Innovation partnership
- Accelerated procedure

Justification Abandonment of intended award for Fine Art and Terrorism under publication number 2017/S 051-095013.

#### IV.1.3) Information about a framework agreement or a dynamic purchasing system

- The procurement involves the establishment of a framework agreement
- Framework agreement with a single operator
- Framework agreement with several operators

Envisaged maximum number of participants to the framework agreement:

- The procurement involves the setting up of a dynamic purchasing system
- The dynamic purchasing system might be used by additional purchasers

In the case of framework agreements, provide justification for any duration exceeding 4 years:

#### IV.1.4) Information about reduction of the number of solutions or tenders during negotiation or dialogue

- Recourse to staged procedure to gradually reduce the number of solutions to be discussed or tenders to be negotiated

#### IV.1.5) Information about negotiation

(only for competitive procedures with negotiation)

- The contracting authority reserves the right to award the contract on the basis of the initial tenders without conducting negotiations

#### IV.1.6) Information about electronic auction

- An electronic auction will be used

Additional information about electronic auction:

#### IV.1.8) Information about the Government Procurement Agreement (GPA)

The procurement is covered by the Government Procurement Agreement

- yes
- no

#### IV.2) Administrative information

##### IV.2.1) Previous publication concerning this procedure

Notice number in the OJ: 2017/S 051-095013

(One of the following: Prior information notice; Notice on a buyer profile)

#### IV.2.2) Time limit for receipt of expressions of interest

Date: (dd/mm/yyyy) 09/10/2017

Local time: (hh:mm) 14:00

#### IV.2.3) Estimated date of dispatch of invitations to tender or to participate to selected candidates

Date: (dd/mm/yyyy)

#### IV.2.4) Languages in which tenders or requests to participate may be submitted:

English (EN)

#### IV.2.6) Minimum time frame during which the tenderer must maintain the tender

Tender must be  
valid until:  
(dd/mm/yyyy)

or Duration in  
months:

(from the date stated for receipt of tender)

#### IV.2.7) Conditions for opening of tenders

Date: (dd/mm/yyyy) 09/10/2017

Local time: (hh:mm) 14:01

Place:

Information about  
authorised persons  
and opening  
procedure:

### Section VI: Complementary information

#### VI.1) Information about recurrence

This is a recurrent procurement

yes

no

Estimated timing for further notices to be published: Not known at this time

## VI.2) Information about electronic workflows

- Electronic ordering will be used
- Electronic invoicing will be accepted
- Electronic payment will be used

## VI.3) Additional information:

## VI.4) Procedures for review

### VI.4.1) Review body

Official name: London Universities Purchasing Consortium (a company limited by guarantee reg. no. 04784719)

Postal address: Shropshire House, 179 Tottenham Court Road

Town: London

Postal code: W1T 7NZ

Country: UK

E-mail:

Telephone: +44 2073072760

Internet Address(URL) <http://www.lupc.ac.uk>

Fax:

### VI.4.2) Body responsible for mediation procedures

Official name:

Postal address:

Town:

Postal code:

Country:

E-mail:

Telephone:

Internet Address(URL)

Fax:

### **VI.4.3) Review procedure**

Precise information on deadline(s) for review procedures: LUPC will incorporate a standstill period at the point information on the award of the contract is communicated to tenderers. That notification will provide full information on the award decision. The standstill period, which will be for a minimum of 10 calendar days, provides time for unsuccessful tenderers to challenge the award decision before the contract is entered into

The Public Contracts Regulations 2015 (SI 2015 No 102) 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 High Court (England, Wales and Northern Ireland) within 30 days of knowledge or constructive knowledge of breach.

### **VI.4.4) Service from which information about the review procedure may be obtained**

Official name:

Postal address:

Town:

Postal code:

Country:

E-mail:

Telephone:

Internet  
Address(URL)

Fax:

### **VI.5) Date of dispatch of this notice:**

(dd/mm/yyyy)