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Tender

## **Framework Agreement for the Provision of Funeral Service Arrangements (for Public Health Funerals) in the London Borough of Waltham Forest**

London Borough of Waltham Forest

F02: Contract notice

Notice identifier: 2021/S 000-000174

Procurement identifier (OCID): ocids-h6vhtk-0037d7-integration

Published 17 January 2021, 10:51pm

### **Section I: Contracting authority**

#### **I.1) Name and addresses**

London Borough of Waltham Forest

Waltham Forest Town Hall, 701 Forest Road

Walthamstow

E17 4JF

#### **Contact**

Mr Stephen Potter

#### **Email**

[Stephen.Potter@walthamforest.gov.uk](mailto:Stephen.Potter@walthamforest.gov.uk)

#### **Telephone**

+44 7741077216

**Country**

United Kingdom

**NUTS code**

UKI53 - Redbridge and Waltham Forest

**Internet address(es)**

Main address

<http://www.walthamforest.gov.uk/>

Buyer's address

<http://www.walthamforest.gov.uk/>

**I.3) Communication**

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

<https://procontract.due-north.com>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<https://procontract.due-north.com>

**I.4) Type of the contracting authority**

Regional or local authority

**I.5) Main activity**

General public services

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## **Section II: Object**

### **II.1) Scope of the procurement**

#### **II.1.1) Title**

Framework Agreement for the Provision of Funeral Service Arrangements (for Public Health Funerals) in the London Borough of Waltham Forest

Reference number

DN513402

#### **II.1.2) Main CPV code**

- 98370000 - Funeral and related services

#### **II.1.3) Type of contract**

Services

#### **II.1.4) Short description**

The Council of the London Borough of Waltham Forest ('the Authority') invites suitably qualified and experienced organisations to Tender for appointment to the framework agreement for the provision of funeral service arrangements (for Public Health Funerals) in the London Borough of Waltham Forest ('the Framework'). The framework will commence on 1 April 2021 and, subject to satisfactory performance shall continue to midnight on 31 March 2024 ('the Framework Period'). At the sole discretion of the Authority and subject to the satisfactory performance of the provider the framework period may be extended in such period or periods as the Authority deems appropriate providing a total possible framework period to midnight on 31 March 2025. It is estimated that three (3) providers are to be appointed to the framework. Organisations are advised that whilst it is the intention of the Authority to utilise the framework as the primary source of the service, the Authority reserves the right to obtain the service from alternative sources should this present best value. Further, appointment of an organisation on the framework does not guarantee any minimum level of income for the organisation or that the organisation will be awarded any call-off contract during the framework period. All call-off contracts shall be awarded in accordance with the procedures in the tender documents and framework agreement.

#### **II.1.5) Estimated total value**

Value excluding VAT: £450,000

## **II.1.6) Information about lots**

This contract is divided into lots: No

## **II.2) Description**

### **II.2.3) Place of performance**

NUTS codes

- UKI53 - Redbridge and Waltham Forest

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

The Authority has a statutory duty under the provisions of Section 46 of the Public Health (Control of Disease) Act 1984 to undertake the funeral of a deceased person, who died in the borough of Waltham Forest and where no other arrangements have been made, or are about to be made. The Authority arranges Burials and Cremations, for residents who die or have been found dead within the Authority's boundaries be it in hospital, Council or Private Care Homes or their own homes where there is no family or third party to complete the funeral arrangements. This includes persons who may be of no fixed abode and die within the geographical boundary of the London Borough of Waltham Forest. The successful provider shall be required to arrange a funeral, be it burial or cremation, in accordance with the requirements of the specification and/or any relevant pre-paid funeral plans of the deceased or family burial plots of an existing grave on behalf of the Authority.

### **II.2.5) Award criteria**

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

### **II.2.6) Estimated value**

Value excluding VAT: £450,000

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

Start date

1 April 2021

End date

31 March 2024

This contract is subject to renewal

Yes

Description of renewals

The framework will commence on 1 April 2021 and, subject to satisfactory performance shall continue to midnight on 31 March 2024 ('the Framework Period'). At the sole discretion of the Authority and subject to the satisfactory performance of the provider the framework period may be extended in such period or periods as the Authority deems appropriate providing a total possible framework period to midnight on 31 March 2025. Call-off contracts can extend beyond the expiry date of the framework agreement for a maximum of five (5) years.

**II.2.10) Information about variants**

Variants will be accepted: No

**II.2.11) Information about options**

Options: No

**II.2.13) Information about European Union Funds**

The procurement is related to a project and/or programme financed by European Union funds: No

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## **Section IV. Procedure**

### **IV.1) Description**

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

Open procedure

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

The procurement is covered by the Government Procurement Agreement: Yes

### **IV.2) Administrative information**

#### **IV.2.2) Time limit for receipt of tenders or requests to participate**

Date

2 February 2021

Local time

12:00pm

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

English

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

Date

2 February 2021

Local time

12:00pm

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## **Section VI. Complementary information**

### **VI.1) Information about recurrence**

This is a recurrent procurement: No

### **VI.4) Procedures for review**

#### **VI.4.1) Review body**

High Court of England and Wales Royal Courts of Justice

London

WC2A 2LL

Country

United Kingdom

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

Precise information on deadline(s) for review procedures

Precise information on deadline(s) for review procedures: The Contract is being procured in accordance with the Public Contract Regulations 2015. The contracting Authority will incorporate a minimum ten (10) day calendar day standstill period at the point of information on the award of the contract is communicated to tenderers. This period allows successful tenderers to seek further de-briefing from the contracting authority before the contract is entered into. Additional information should be requested from the contact in Section 1.1. If an appeal regarding the award of contract has not been successfully resolved the Public Contracts Regulations 2015 (S1 2015 No 102) provide for aggrieved parties who have been harmed or at risk of harm by breach of the rules to take action in the High Court (England and Wales).