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Tender

Provision of Funeral Services

NHS Wales Shared Services Partnership-Procurement Services (hosted by Velindre University NHS Trust)

F02: Contract notice

Notice identifier: 2022/S 000-002574

Procurement identifier (OCID): ocds-h6vhtk-0310a8

Published 28 January 2022, 3:45pm

Section I: Contracting authority

I.1) Name and addresses

NHS Wales Shared Services Partnership-Procurement Services (hosted by Velindre University NHS Trust)

Procurement Services, Cardiff and Vale University Local Health Board, Woodlands House, 2nd Floor, Maes-Y-Coed Road,

Cardiff

CF14 4HH

Contact

Nia Price

Email

nia.price@wales.nhs.uk

Telephone

+44 2921836458

Country

United Kingdom

NUTS code

UK - United Kingdom

Internet address(es)

Main address

<http://nwssp.nhs.wales/ourservices/procurement-services/>

Buyer's address

https://www.sell2wales.gov.wales/search/Search_AuthProfile.aspx?ID=AA0221

I.2) Information about joint procurement

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

www.etenderwales.bravosolution.co.uk

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

www.etenderwales.bravosolution.co.uk

I.4) Type of the contracting authority

Body governed by public law

I.5) Main activity

Health

Section II: Object

II.1) Scope of the procurement

II.1.1) Title

Provision of Funeral Services

Reference number

CAV-OJEU-PROJECT49537

II.1.2) Main CPV code

- 98371000 - Funeral services

II.1.3) Type of contract

Services

II.1.4) Short description

The NHS Wales Shared Services Partnership, hosted by Velindre NHS Trust are acting on behalf of Cardiff and Vale University Local Health Board who are seeking to award a contract for the Provision of Funeral Services.

Historically funeral services had been provided for those who passed away in the care of the NHS that had no immediate family or relatives. In recent years the need for NHS funeral services has increased to include those who do not have the money or assets necessary to pay for a funeral.

The Provision of a Funeral Service would typically include: -

- Attending the necessary arrangements as instructed by the UHBs
- Provision of any necessary staff and/ or bearers
- Provision of a coffin suitable for the purposes of cremation or burial to include name plate
- Transfer of the deceased from the place of death
- Care of the deceased prior to the funeral/ chapel of rest
- Provision of a hearse to the nearest crematorium or cemetery

- Cremation/ cemetery fee
- Plot Charge and/or casket
- Ministers fee (if attendance has been requested)
- Doctors Certificates (may not be chargeable)

II.1.5) Estimated total value

Value excluding VAT: £400,000

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.2) Additional CPV code(s)

- 98371000 - Funeral services

II.2.3) Place of performance

NUTS codes

- UKL22 - Cardiff and Vale of Glamorgan

II.2.4) Description of the procurement

The NHS Wales Shared Services Partnership, hosted by Velindre NHS Trust are acting on behalf of Cardiff and Vale University Local Health Board who are seeking to award a contract for the Provision of Funeral Services.

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: £400,000

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

Duration in months

60

This contract is subject to renewal

Yes

Description of renewals

The contract will have an option to extend for up two years at the sole discretion of the Health Board which is included in the months duration within this notice.

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

Section III. Legal, economic, financial and technical information

III.1) Conditions for participation

III.1.2) Economic and financial standing

Selection criteria as stated in the procurement documents

III.1.3) Technical and professional ability

Selection criteria as stated in the procurement documents

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

28 February 2022

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

28 February 2022

Local time

12:00pm

Place

Electronic Tender

Section VI. Complementary information

VI.1) Information about recurrence

This is a recurrent procurement: No

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

Please note the following information;

1. The Contracting Authority reserves the right to award the contract in whole, in part or annul the tendering process and not award any contract.
2. Bidders should note that they will be required to enter into terms and conditions of contract as set out in the ITT and that save for matters of clarification or consistency the Contracting Authority will not negotiate the terms.
3. The Contracting Authority will not accept completed ITT's after the stated closing date.
4. All documents to be priced (where applicable) in sterling and all payments made in sterling.
5. All tender costs and liabilities incurred by bidders shall be the sole responsibility of the bidders.
6. Bidders wishing to participate should visit the Bravo e-tenderwales portal and access the ITT under itt_92744.
7. Bidders should note that NHS Shared Services Partnership - Procurement Services is acting on behalf of Cardiff and Vale ULHB

NOTE: The authority is using eTenderwales to carry out this procurement process. To obtain further information record your interest on Sell2Wales at

https://www.sell2wales.gov.wales/search/search_switch.aspx?ID=118071

(WA Ref:118071)

VI.4) Procedures for review

VI.4.1) Review body

High Court

Royal Courts of Justice, The Strand

London

WC2A 2LL

Telephone

+44 2079477501

Country

United Kingdom

VI.4.3) Review procedure

Precise information on deadline(s) for review procedures

NHS Wales Shared Services Partnership on behalf of Cardiff and Vale University Local Health Board will allow a minimum 10 calendar day standstill period between notifying the award decision and awarding the contract.

Unsuccessful tenderers and applicants are entitled to receive reasons for the decision, including the characteristics and relative advantages of the winning bid and the reasons why the tenderer/applicant was unsuccessful. Should additional information be required it should be requested of the addressee in section I.1. Aggrieved parties who have been harmed or are at risk of harm by breach of the procurement rules have the right to take action in the High Court (England and Wales). Any such action is subject to strict time limits in accordance with the Public Contracts (Amendments) Regulations 2015.