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Tender

WHHT - Baby Funeral Services

West Hertfordshire Hospitals NHS Trust

F02: Contract notice

Notice identifier: 2021/S 000-004766

Procurement identifier (OCID): ocds-h6vhtk-029a0f

Published 9 March 2021, 10:56pm

Section I: Contracting authority

I.1) Name and addresses

West Hertfordshire Hospitals NHS Trust

Watford General Hospital, Vicarage Road

Watford

WD18 0HB

Contact

Alexander Trollope

Email

alex.trollope@nhs.net

Country

United Kingdom

NUTS code

UKH - EAST OF ENGLAND

Internet address(es)

Main address

<https://www.westhertshospitals.nhs.uk/default.asp>

Buyer's address

https://nhs.bravosolution.co.uk/nhs_collaborative/web/login.html

I.3) Communication

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

https://nhs.bravosolution.co.uk/nhs_collaborative/web/login.html

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

https://nhs.bravosolution.co.uk/nhs_collaborative/web/login.html

Tenders or requests to participate must be submitted to the above-mentioned address

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

WHHT - Baby Funeral Services

Reference number

T/03-21/1033

II.1.2) Main CPV code

- 98371000 - Funeral services

II.1.3) Type of contract

Services

II.1.4) Short description

The West Hertfordshire Hospitals NHS Trust (WHHT) is inviting tenders for baby funeral services. The anticipated contract length is an initial 3 years, with options to extend, up to a maximum of 5 years.

II.1.5) Estimated total value

Value excluding VAT: £120,000

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.3) Place of performance

NUTS codes

- UKH - EAST OF ENGLAND

II.2.4) Description of the procurement

Child funeral services apply to those funeral services where the deceased is under 12 years of age, including funeral services for stillborn or infants, and fetal disposal

arrangements (non-viable fetuses – NVFs).

Full details of the Trust's requirements will be available in the specification contained within the tender documentation. Core requirements include:

- The contract(s) shall be performed generally in accordance with the Code of Practice of the National Association of Funeral Directors (NAFD);
- The contractor(s) will be required to carry out basic cremations and burials as instructed by the WHHT. Funerals will be conducted in a professional manner, with punctuality, decency, decorum and respect for a diverse range of cultures whether or not mourners are in attendance;
- Contractors' staff will be expected to have received training with respect to their specific duties and must use the appropriate dress code;
- All funeral arrangements will be made in accordance with the requirements of the Trust, patient and relatives. The WHHT's bereavement services or other nominated location is to be informed of any changes to agreed arrangements at least 72 hours before the time of the funeral;
- Funeral directors shall use every endeavour to ensure that the client, and also the Trust, understand the range of services and care offered, the prices and also any known disbursements, being the fees which may be paid out on behalf of the Trust, to Ministers of Religion, Civil Celebrates, Cemetery or Crematorium fees, and suchlike;
- The contractor(s) shall ensure that the appropriate certificates are issued and all other documentation (such as ensuring the correct identity of the deceased) has been completed before a funeral takes place;
- The services shall be provided in accordance with the specification and, except in emergencies, the contractor(s) shall not deviate from the specification without the prior written consent of the Trust's Authorised Officer.

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: £120,000

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

Duration in months

36

This contract is subject to renewal

Yes

Description of renewals

Option to extend up to a further 24 months

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 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

16 April 2021

Local time

12:00pm

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

English

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

Duration in months: 6 (from the date stated for receipt of tender)

IV.2.7) Conditions for opening of tenders

Date

16 April 2021

Local time

12:01pm

Place

Hertfordshire NHS Procurement, 2nd Floor, The Gate House, Fretherne Road, Welwyn Garden City, Herts., AL8 6NS

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 Justice

London

Country

United Kingdom

