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Planning

## **Bereavement Services**

Leeds City Council

F01: Prior information notice

Prior information only

Notice identifier: 2024/S 000-019141

Procurement identifier (OCID): ocids-h6vhtk-0471bf

Published 21 June 2024, 11:04am

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

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

Leeds City Council

Civic Hall, 3rd Floor West,

Leeds

LS1 1UR

#### **Contact**

Megan Axall

#### **Email**

[Megan.Axall@leeds.gov.uk](mailto:Megan.Axall@leeds.gov.uk)

#### **Telephone**

+44 01133781056

#### **Country**

United Kingdom

**Region code**

UKE42 - Leeds

**National registration number**

171459162

**Internet address(es)**

Main address

<https://www.leeds.gov.uk/>

Buyer's address

<https://uk.eu-supply.com/ctm/Company/CompanyInformation/Index/104105>

**I.3) Communication**

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

<https://uk.eu-supply.com/ctm/Supplier/Documents/Folder/87098>

Additional information can be obtained from the above-mentioned address

**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**

Bereavement Services

Reference number

ITS190213

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

- 72000000 - IT services: consulting, software development, Internet and support

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

Services

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

Leeds City Council is looking into a potential procurement to put in place future contractual arrangements for suitably qualified and experienced organisations to deliver a digital system that can support the work of the Bereavement Services unit within the council.

This includes specific functions like:

- Recording of funeral activity and production of formal documents and certificates
- Funeral booking
- Cemetery and crematorium management
- Memorial recording and management
- Customer service support
- Financial processing / income collection

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

This contract is divided into lots: No

## **II.2) Description**

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

- 48000000 - Software package and information systems
- 72000000 - IT services: consulting, software development, Internet and support

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

NUTS codes

- UKE42 - Leeds

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

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This includes specific functions like:

- Recording of funeral activity and production of formal documents and certificates
- Funeral booking
- Cemetery and crematorium management
- Memorial recording and management
- Customer service support
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Please see document attached to this PIN, complete and return this to [its.procurement@leeds.gov.uk](mailto:its.procurement@leeds.gov.uk)

## **II.3) Estimated date of publication of contract notice**

22 June 2024

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## **Section IV. Procedure**

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

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

The procurement is covered by the Government Procurement Agreement: Yes

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## **Section VI. Complementary information**

### **VI.3) Additional information**

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