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Tender

Request for Quotations (RfQ) for Public Health Funerals (2.0)

West Northamptonshire Council

UK4: Tender notice - Procurement Act 2023 - [view information about notice types](#)

Notice identifier: 2025/S 000-019846

Procurement identifier (OCID): ocds-h6vhtk-050f27 ([view related notices](#))

Published 8 May 2025, 4:27pm

Scope

Reference

WNC00000523

Description

West Northamptonshire Council (the Council) has a statutory duty under the Public Health (Control of Disease) Act 1984 to provide suitable funeral arrangements for persons who have died within the West Northamptonshire area where there is no one prepared to make suitable funeral arrangements. This can apply to any person who dies in private or council owned property, in the street or open air, or at a nursing/residential care home or hospice.

To fulfil this duty, the Council is seeking to award a framework with two separate Lots. Each Lot will be awarded to a single Provider and will cover a defined geographical area of West Northamptonshire as follows:

Lot 1 - Central Northampton

Lot 2 - Wider West Northants

For full details about this opportunity and to submit an application please register on the Council's In-Tend portal which can be found at: <https://in-tendhost.co.uk/wnc/asp/Home>

Commercial tool

Establishes a framework

Total value (estimated)

- £150,000 excluding VAT
- £180,000 including VAT

Below the relevant threshold

Contract dates (estimated)

- 1 July 2025 to 2 July 2027
- Possible extension to 2 July 2029
- 4 years, 2 days

Description of possible extension:

The Authority proposes to enter into a framework agreement for an initial period of 24 months with the preferred supplier, with an option to extend by two further 12 month periods making 48 months in total. This can also be illustrated in years as 2+1+1.

Main procurement category

Services

CPV classifications

- 98371000 - Funeral services

Contract locations

- UKF24 - West Northamptonshire
-

Lot LOT-0001. Lot 1: Central Northampton

Description

To carry out public funerals as required within the Central Northampton region as outlined within the procurement documents.

Lot value (estimated)

- £75,000 excluding VAT
- £90,000 including VAT

Framework lot values may be shared with other lots

Same for all lots

CPV classifications, contract locations and contract dates are shown in the Scope section, because they are the same for all lots.

Lot LOT-0002. Lot 2: Wider West Northamptonshire

Description

To carry out public funerals as required within the Wider West Northamptonshire region as outlined within the procurement documents.

Lot value (estimated)

- £75,000 excluding VAT
- £90,000 including VAT

Framework lot values may be shared with other lots

Same for all lots

CPV classifications, contract locations and contract dates are shown in the Scope section, because they are the same for all lots.

Framework

Maximum number of suppliers

2

Maximum percentage fee charged to suppliers

0%

Framework operation description

When the need arises, the Authority will contact the Supplier for the relevant Lot to request a funeral service. The Supplier will need to confirm acceptance of the request within 2 working days and then a Purchase Order including all key details will be raised and sent to the Supplier.

The Supplier for each Lot will be contracted to and expected to deliver all requirements for their respective Lot. However, if the Supplier of a Lot is unable to deliver the service, the Authority will contact the Supplier on the alternative Framework Lot to request the funeral service.

If no Suppliers on either Lot can provide the funeral service, the Authority will seek to use Suppliers outside of the framework.

Award method when using the framework

Without competition

Contracting authorities that may use the framework

Establishing party only

Participation

Particular suitability

Lot LOT-0001. Lot 1: Central Northampton

Lot LOT-0002. Lot 2: Wider West Northamptonshire

Small and medium-sized enterprises (SME)

Submission

Tender submission deadline

29 May 2025, 1:00pm

Submission address and any special instructions

The Authority is utilising an electronic tendering tool to manage this procurement process. All documents and communications issued by the Authority's Procurement Team will be sent via the Authority's e-Procurement portal provided by In-Tend. In-Tend is located at <https://in-tendhost.co.uk/wnc> and the reference number for the project is: WNC00000523

Tenders may be submitted electronically

Yes

Award criteria

A place on each Framework Lot will be awarded to the Supplier who meets all minimum pass/ fail requirements and submits the lowest compliant price.

Procedure

Procedure type

Below threshold - open competition

Contracting authority

West Northamptonshire Council

- Public Procurement Organisation Number: PGDV-8944-CMBP

Angel Street

Northampton

NN1 1ED

United Kingdom

Email: procurement@westnorthants.gov.uk

Region: UKF24 - West Northamptonshire

Organisation type: Public authority - sub-central government