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Tender

## **QUB/2596/24 Provision of Funeral Director Services**

Queen's University Belfast

F02: Contract notice

Notice identifier: 2024/S 000-020096

Procurement identifier (OCID): ocids-h6vhtk-047913

Published 2 July 2024, 12:21pm

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

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

Queen's University Belfast

Procurement Office, Administration Building, University Road

Belfast

BT7 1NN

#### **Email**

[j.cooke@qub.ac.uk](mailto:j.cooke@qub.ac.uk)

#### **Country**

United Kingdom

#### **NUTS code**

UKN0 - Northern Ireland

#### **Internet address(es)**

Main address

[www.qub.ac.uk](http://www.qub.ac.uk)

Buyer's address

[www.qub.ac.uk/po](http://www.qub.ac.uk/po)

### **I.3) Communication**

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

<https://in-tendhost.co.uk/queensuniversitybelfast/asp/Home>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<https://in-tendhost.co.uk/queensuniversitybelfast/asp/Home>

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**

Education

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## **Section II: Object**

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

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

QUB/2596/24 Provision of Funeral Director Services

Reference number

QUB/2596/24

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

- 98371200 - Undertaking services

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

Services

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

Queen's requires the provision of the discreet and dignified Funeral Director services to include the vital timely collection, removal and transportation of human (donor remains) from locations across Northern Ireland. This will include collection from CBMSE Mortuary situated at 97 Lisburn Road Belfast and subsequent delivery to the agreed designated Crematorium (Belfast or Greater Belfast area) or on occasion a cemetery within Northern Ireland. The Funeral Director must supply coffins and associated accessories and must have the capability to store donors for up to 72 hours (weekends) in refrigeration on their own business site when necessary. The Economic Operator must be able to demonstrate extensive experience in delivering a service of this nature including the details of a similar contract they have held either current or completed in the last 5 years. The Economic Operator must be a member of an associated professional body such as The British Institute of Funeral Directors or

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

This contract is divided into lots: No

## **II.2) Description**

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

- 98371200 - Undertaking services

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

NUTS codes

- UKN - Northern Ireland

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

Queen's requires the provision of the discreet and dignified Funeral Director services to include the vital timely collection, removal and transportation of human (donor remains) from locations across Northern Ireland. This will include collection from CBMSE Mortuary situated at 97 Lisburn Road Belfast and subsequent delivery to the agreed designated Crematorium (Belfast or Greater Belfast area) or on occasion a cemetery within Northern Ireland. The Funeral Director must supply coffins and associated accessories and must have the capability to store donors for up to 72 hours (weekends) in refrigeration on their

own business site when necessary. The Economic Operator must be able to demonstrate extensive experience in delivering a service of this nature including the details of a similar contract they have held either current or completed in the last 5 years. The Economic Operator must be a member of an associated professional body such as The British Institute of Funeral Directors or The Irish Association of Funeral Directors.

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

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

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

Duration in months

12

This contract is subject to renewal

Yes

Description of renewals

The Contract will initially be for a period 12 months, subject to satisfactory annual review, with the option to extend the contract by up to a further 72 months.

#### **II.2.10) Information about variants**

Variants will be accepted: No

#### **II.2.11) Information about options**

Options: Yes

Description of options

The Contract will initially be for a period 12 months, subject to satisfactory annual review, with the option to extend the contract by up to a further 72 months.

#### **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 III. Legal, economic, financial and technical information**

### **III.1) Conditions for participation**

#### **III.1.1) Suitability to pursue the professional activity, including requirements relating to enrolment on professional or trade registers**

List and brief description of conditions

N/A

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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

12 August 2024

Local time

4:00pm

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

English

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

Date

13 August 2024

Local time

9:00am

Place

Belfast

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## **Section VI. Complementary information**

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

This is a recurrent procurement: Yes

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

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

Queen's University Belfast

University Road

Belfast

BT7 1NN

Country

United Kingdom