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Tender

## **Supply of Grave digging services to GBC Cemeteries.**

Guildford Borough Council

F02: Contract notice

Notice identifier: 2024/S 000-021313

Procurement identifier (OCID): ocds-h6vhtk-047cbe

Published 11 July 2024, 4:31pm

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

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

Guildford Borough Council

Millmead

Guildford

GU2 4BB

#### **Email**

[yomi.oye@guildford.gov.uk](mailto:yomi.oye@guildford.gov.uk)

#### **Country**

United Kingdom

#### **NUTS code**

UKJ25 - West Surrey

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

Main address

<http://www.guildford.gov.uk/>

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

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

<https://www.in-tendhost.co.uk/sesharedservices.aspx/Home>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<https://www.in-tendhost.co.uk/sesharedservices.aspx/Home>

Tenders or requests to participate must be submitted to 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**

Supply of Grave digging services to GBC Cemeteries.

Reference number

GBC - 037862

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

- 98371100 - Cemetery services and cremation services

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

Services

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

Guildford Borough Council (GBC) Bereavement Services is seeking tenders from experienced suppliers for the supply of services including the preparation of grave and ashes plots for full body and ashes interments, backfill and topping up of aforementioned plots in two cemeteries within the borough (Stoke and the Mount cemeteries). The service undertakes approximately 50 burials and 20-30 ashes interment annually.

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

This contract is divided into lots: No

### **II.2) Description**

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

- 98371100 - Cemetery services and cremation services
- 98371111 - Cemetery maintenance services
- 98371110 - Cemetery services

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

NUTS codes

- UKJ25 - West Surrey

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

Guildford Borough Council (GBC) Bereavement Services is seeking tenders from experienced suppliers for the supply of services including the preparation of grave and ashes plots for full body and ashes interments, backfill and topping up of aforementioned plots in two cemeteries within the borough (Stoke and the Mount cemeteries). The service undertakes approximately 50 burials and 20-30 ashes interment annually.

#### **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

24

This contract is subject to renewal

Yes

Description of renewals

Option to renew for two years plus 1 year

#### **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

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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

Preparation of all requested grave plots including backfill and topping up of graves at Stoke and the Mount cemeteries in Guildford. Services such as exhumation or preparation of ashes plots/ interments will be decided upon and instructed on a case-by-case basis. Should exhumation of ashes or a full body exhumation be required and instructed, no such exhumation can take place without the service provider having sight of an exhumation license granted by the Ministry of Justice and the relevant exhumation instruction form completed by the nominated officer from the council.

#### **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

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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

9 August 2024

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**

Tender must be valid until: 10 October 2024

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

Date

9 August 2024

Local time

12:00pm

Place

E-sharing Portal - <https://www.in-tendhost.co.uk/sesharedservices/asp/Home>

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## **Section VI. Complementary information**

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

This is a recurrent procurement: No

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

Please see published tender documents.

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

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

High Court

WC2A 2LL

London

WC2A 2LL

Email

[RCJ.DCO@justice.gov.uk](mailto:RCJ.DCO@justice.gov.uk)

Telephone

+44 2079476000

Country

United Kingdom

#### **VI.4.3) Review procedure**

Precise information on deadline(s) for review procedures

N/A