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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

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

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

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

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.aspx/Home>

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

Telephone

+44 2079476000

Country

United Kingdom

VI.4.3) Review procedure

Precise information on deadline(s) for review procedures

N/A