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Tender

Cemetery Administration Software

Fenland District Council

F02: Contract notice

Notice identifier: 2024/S 000-025955

Procurement identifier (OCID): ocds-h6vhtk-048b2d

Published 15 August 2024, 12:24pm

Section I: Contracting authority

I.1) Name and addresses

Fenland District Council

Fenland Hall, County Road

March

PE15 8NQ

Contact

Mr Conrad Maskell

Email

cmaskell@fenland.gov.uk

Telephone

+44 13546222339

Country

United Kingdom

Region code

UK - United Kingdom

Internet address(es)

Main address

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

Buyer's address

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

I.3) Communication

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

<https://procontract.due-north.com/Advert/Index?advertId=d1737eaa-f45a-ef11-812e-005056b64545>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<https://procontract.due-north.com/Advert/Index?advertId=d1737eaa-f45a-ef11-812e-005056b64545>

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

Cemetery Administration Software

Reference number

DN738509

II.1.2) Main CPV code

- 48000000 - Software package and information systems

II.1.3) Type of contract

Supplies

II.1.4) Short description

Minimum Requirement

- Suppliers should have a proven track record in supply of cemetery administration software to local authorities.
- Software to be capable of plot mapping existing burials.
- It must be able to book new burials and all appointments, funeral or other.
- The software should be able to provide statistical information.
- The software must comply with current legislation.
- The software must be capable of memorial safety inspection process and recording information within current legislation.
- The software should be web-enabled allowing users to access information about their bookings via the web, a payment portal, and the ability to book online.

We are looking for an 'off the shelf' solution which can be tailored to suit Fenland District Council's detailed specification. It is possible that the contract may wish to be extended in future to encompass the requirements of any shared service arrangement Fenland District Council may put in place with another authority.

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.3) Place of performance

NUTS codes

- UK - United Kingdom

II.2.4) Description of the procurement

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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

36

This contract is subject to renewal

Yes

Description of renewals

Option to extend in 2 plus 2 yearly increments. Once successfully embedded the council reserves the right to continue extensions via review periods taking into account market activity and value for money.

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 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

19 September 2024

Local time

12:00pm

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

English

IV.2.7) Conditions for opening of tenders

Date

19 September 2024

Local time

12:00pm

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

High Court of England

London

Country

United Kingdom