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Contract

## **Cemetery & Crematorium Administration System**

The Mayor and Commonalty and Citizens of the City of London

F03: Contract award notice

Notice identifier: 2025/S 000-027661

Procurement identifier (OCID): ocds-h6vhtk-047c00

Published 27 May 2025, 11:32am

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

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

The Mayor and Commonalty and Citizens of the City of London

Po Box 270, Guildhall

London

EC2P 2EJ

#### **Email**

[mitchell.walker@cityoflondon.gov.uk](mailto:mitchell.walker@cityoflondon.gov.uk)

#### **Telephone**

+44 2076063030

#### **Country**

United Kingdom

#### **Region code**

UK - United Kingdom

**Internet address(es)**

Main address

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

**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**

Cemetery & Crematorium Administration System

Reference number

prj\_COL\_24087 or itt\_COL\_18448 or prj\_176

**II.1.2) Main CPV code**

- 72000000 - IT services: consulting, software development, Internet and support

**II.1.3) Type of contract**

Services

**II.1.4) Short description**

The City of London went to tender for a contract duration of 5 years with an option to extend for an additional 2 years.

??The City of London Cemetery and Crematorium is a major burial and cremation facility for Northeast London and part of Southwest Essex and is visited by around 250,000 people annually. Each year the City of London Cemetery and Crematorium carries out

around 900 earth burials and 2600 cremations a year.

??The current burial and cremation administration system is used to record and manage burials and cremations. It has outlived its effectiveness due to the limited updates to the system. Hosted on the City of London network, this system frequently experiences crashes, lacks integration with other cemetery systems, and is outdated. Consequently, it fails to meet user requirements. The Cemetery also still relies on hand-drawn maps dating back to when the cemetery was first opened in 1856.

?The Cemetery requires an end-to-end admin management system that is fully integrated with GIS mapping. This system should serve as the single source of truth and seamlessly link customer accounts and databases. Furthermore, the Cemetery is interested in acquiring a system capable of integrating with the City's finance systems. This will ensure a streamlined and efficient operation, enhancing the overall management of the Cemetery.

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

This contract is divided into lots: No

#### **II.1.7) Total value of the procurement (excluding VAT)**

Value excluding VAT: £337,035

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

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

- 48611000 - Database software package
- 79121100 - Software copyright consultancy services

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

NUTS codes

- UK - United Kingdom

Main site or place of performance

The City of London Cemetery & Crematorium, Aldersbrook Rd, London E12 5DQ

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

This contract was procured via an Open FTS procedure.

??The City of London Cemetery and Crematorium is a major burial and cremation facility for Northeast London and part of Southwest Essex and is visited by around 250,000 people annually. Each year the City of London Cemetery and Crematorium carries out around 900 earth burials and 2600 cremations a year.

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

Quality criterion - Name: Technical / Weighting: 55

Quality criterion - Name: Responsible Procurement / Weighting: 15

Quality criterion - Name: Commercial / Weighting: 30

Price - Weighting: 55/15/30

#### **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 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.2.1) Previous publication concerning this procedure**

Notice number: [2024/S 000-020953](#)

#### **IV.2.9) Information about termination of call for competition in the form of a prior information notice**

The contracting authority will not award any further contracts based on the above prior information notice

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## **Section V. Award of contract**

### **Contract No**

1

### **Title**

Cemetery & Crematorium Administration System

A contract/lot is awarded: Yes

### **V.2) Award of contract**

#### **V.2.1) Date of conclusion of the contract**

27 May 2025

#### **V.2.2) Information about tenders**

Number of tenders received: 5

Number of tenders received by electronic means: 5

The contract has been awarded to a group of economic operators: No

**V.2.3) Name and address of the contractor**

GSS (NI) Limited (PlotBox)

The Ecos Centre, Kernohans Lane, Northern Ireland,

Ballymena, Antrim

BT43 7QA

Country

United Kingdom

NUTS code

- UK - United Kingdom

The contractor is an SME

No

**V.2.4) Information on value of contract/lot (excluding VAT)**

Initial estimated total value of the contract/lot: £337,035

Total value of the contract/lot: £337,035

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**Section VI. Complementary information**

**VI.4) Procedures for review**

**VI.4.1) Review body**

High Court of England and Wales

Royal Courts of Justice, The Strand

London

WC1A 2LL

Country

United Kingdom

**VI.4.2) Body responsible for mediation procedures**

High Court of England and Wales

Royal Courts of Justice, The Strand

London

WC1A 2LL

Country

United Kingdom

**VI.4.4) Service from which information about the review procedure may be obtained**

Cabinet Office

70 Whitehall

London

SW1A 2AS

Country

United Kingdom