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Tender

Provision of a Funeral and Undertaking Service

Fife Council

F02: Contract notice

Notice identifier: 2025/S 000-079655

Procurement identifier (OCID): ocds-h6vhtk-05ee99

Published 4 December 2025, 11:17am

Section I: Contracting authority

I.1) Name and addresses

Fife Council

Fife House, North Street

Glenrothes

KY7 5LT

Email

aaron.muir@live.co.uk

Telephone

+44 3451550000

Country

United Kingdom

NUTS code

UKM72 - Clackmannanshire and Fife

Internet address(es)

Main address

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

Buyer's address

https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA00187

I.2) Information about joint procurement

The contract is awarded by a central purchasing body

I.3) Communication

Access to the procurement documents is restricted. Further information can be obtained at

www.publiccontractsscotland.gov.uk

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

www.publiccontractsscotland.com

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

Provision of a Funeral and Undertaking Service

Reference number

CFM0425

II.1.2) Main CPV code

- 98370000 - Funeral and related services

II.1.3) Type of contract

Services

II.1.4) Short description

Fife Council require suitably qualified contractors(s) to provide an undertaking and funeral service to ensure all persons in Fife who have no means to pay and have no-one who adopts responsibility for them to have a respectful burial/cremation. This requirement shall be split into 2 lots per area of Fife, tenderers can quote for any or both Lots.

II.1.6) Information about lots

This contract is divided into lots: Yes

Tenders may be submitted for all lots

II.2) Description

II.2.1) Title

North Fife

Lot No

1

II.2.2) Additional CPV code(s)

- 98370000 - Funeral and related services

II.2.3) Place of performance

NUTS codes

- UKM72 - Clackmannanshire and Fife

II.2.4) Description of the procurement

Fife Council require suitably qualified contractors(s) to provide an undertaking and funeral service to ensure all persons in Fife who have no means to pay and have no-one who adopts responsibility for them to have a respectful burial/cremation. This requirement shall be split into 2 lots per area of Fife, tenderers can quote for any or both Lots.

II.2.5) Award criteria

Quality criterion - Name: Quality / Weighting: 50

Price - Weighting: 50

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

Extension period of 12 months

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

II.2) Description

II.2.1) Title

South Fife

Lot No

2

II.2.2) Additional CPV code(s)

- 98370000 - Funeral and related services

II.2.3) Place of performance

NUTS codes

- UKM72 - Clackmannanshire and Fife

II.2.4) Description of the procurement

Fife Council require suitably qualified contractors(s) to provide an undertaking and funeral service to ensure all persons in Fife who have no means to pay and have no-one who adopts responsibility for them to have a respectful burial/cremation. This requirement shall be split into 2 lots per area of Fife, tenderers can quote for any or both Lots.

II.2.5) Award criteria

Quality criterion - Name: Quality / Weighting: 50

Price - Weighting: 50

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

12 month extension available.

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.1.2) 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: No

IV.2) Administrative information

IV.2.2) Time limit for receipt of tenders or requests to participate

Date

8 January 2026

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

Duration in months: 36 (from the date stated for receipt of tender)

IV.2.7) Conditions for opening of tenders

Date

8 January 2026

Local time

12:00pm

Section VI. Complementary information

VI.1) Information about recurrence

This is a recurrent procurement: No

VI.2) Information about electronic workflows

Electronic ordering will be used

Electronic invoicing will be accepted

Electronic payment will be used

VI.3) Additional information

NOTE: To register your interest in this notice and obtain any additional information please visit the Public Contracts Scotland Web Site at

https://www.publiccontractsscotland.gov.uk/Search/Search_Switch.aspx?ID=817596.

The buyer has indicated that it will accept electronic responses to this notice via the Postbox facility. A user guide is available at

https://www.publiccontractsscotland.gov.uk/sitehelp/help_guides.aspx.

Suppliers are advised to allow adequate time for uploading documents and to dispatch the electronic response well in advance of the closing time to avoid any last minute problems.

Community benefits are included in this requirement. For more information see: <https://www.gov.scot/policies/public-sector-procurement/community-benefits-in-procurement/>

A summary of the expected community benefits has been provided as follows:

A scored question is asked within the tender documents.

(SC Ref:817596)

Download the ESPD document here:

https://www.publiccontractsscotland.gov.uk/ESPD/ESPD_Download.aspx?id=817596

VI.4) Procedures for review

VI.4.1) Review body

Court of Session and Kirkcaldy Sheriff Court

Kirkcaldy

KY1 1XQ

Country

United Kingdom