

**UK-Birmingham: funeral supplies**  
**OJ S 100/2012 26/05/2012**  
**Contract notice**  
**Services**

**Directive 2004/18/EC**

**Section I: Contracting authority**

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**I.1. Name and addresses**

Official name: Buy for Good CIC

Postal address: C/O Birmingham Chamber of Commerce, 75 Harborne Road

Town: Birmingham

Postal code: B15 3DH

Country: United Kingdom

Contact person: Corporate Procurement Services

For the attention of: <https://in-tendhost.co.uk/birminghamcc>

Telephone: +44 1213030349

Fax: +44 1213037322

**Internet address(es):**

General address of the contracting authority: <http://www.buyforgood.org.uk>

Address of the buyer profile: <http://in-tendhost.co.uk/birminghamcc>; [www.finditbirmingham.gov.uk](http://www.finditbirmingham.gov.uk)

Electronic access to information: <http://in-tendhost.co.uk/birminghamcc>; [www.finditbirmingham.gov.uk](http://www.finditbirmingham.gov.uk)

Electronic submission of tenders and requests to participate: <http://in-tendhost.co.uk/birminghamcc>; [www.finditbirmingham.gov.uk](http://www.finditbirmingham.gov.uk)

**Additional information can be obtained from:**

Official name: Birmingham City Council, Corporate Procurement Services

Postal address: PO Box 10680, Woodcock Street

Town: Birmingham

Postal code: B4 7WB

Country: United Kingdom

Internet address: <http://www.birmingham.gov.uk>

**Specifications and additional documents (including documents for competitive dialogue and a dynamic purchasing system) can be obtained from:**

Official name: Birmingham City Council, Corporate Procurement Services

Postal address: PO Box 10680, Woodcock Street

Town: Birmingham

Postal code: B4 7WB

Country: United Kingdom

Internet address: <http://www.birmingham.gov.uk>

**Tenders or requests to participate must be submitted:** Official name: Birmingham City Council, Corporate Procurement Services

Postal address: PO Box 10680, Woodcock Street

Town: Birmingham

Postal code: B4 7WB

Country: United Kingdom

Internet address: <http://www.birmingham.gov.uk>

## **I.2. Type of the contracting authority**

Other: Social Enterprise, Community Interest Company (CIC), GP's, NHS and Care Homes

## **I.3. Main activity**

General public services

Recreation, culture and religion

## **I.4. Contract award on behalf of other contracting authorities**

The contracting authority is purchasing on behalf of other contracting authorities: yes

Official name: Bromsgrove District Council

Postal address: The Council House, Burcot Lane, Bromsgrove

Town: Worcestershire

Postal code: B60 1AA

Country: United Kingdom

Official name: Cannock Chase District Council

Postal address: Civic Centre, PO Box 28, Cannock

Town: Staffordshire

Postal code: WS11 1BG

Country: United Kingdom

Official name: Coventry City Council

Postal address: Council House, Earl Street, Coventry

Town: West Midlands

Postal code: CV1 5RS

Country: United Kingdom

Official name: Dudley Metropolitan Borough Council

Postal address: The Council House, Priory Road, Dudley

Town: West Midlands

Postal code: DY1 1HF

Country: United Kingdom

Official name: East Staffordshire Borough Council

Postal address: Town Hall, Burton on Trent

Town: Staffordshire

Postal code: DE14 2EB

Country: United Kingdom

Official name: Herefordshire Council

Postal address: Brockington, PO Box 240, Hereford

Town: Herefordshire

Postal code: HR1 1ZT

Country: United Kingdom

Official name: Lichfield District Council

Postal address: District Council House, Frog Lane, Lichfield

Town: Staffordshire

Postal code: WS13 6YU

Country: United Kingdom

Official name: Malvern Hills District Council

Postal address: Council House, Avenue Road, Malvern

Town: Worcestershire

Postal code: WR14 3AF

Country: United Kingdom

Official name: Newcastle-under-Lyme Borough Council  
Postal address: Civic Offices, Merrial Street, Newcastle under Lyme  
Town: Staffordshire  
Postal code: ST5 2AG  
Country: United Kingdom

Official name: North Warwickshire District Council  
Postal address: The Council House, South Street, Atherstone  
Town: Warwickshire  
Postal code: CV9 1BD  
Country: United Kingdom

Official name: Nuneaton and Bedworth Borough Council  
Postal address: Town Hall, Nuneaton  
Town: Warwickshire  
Postal code: CV11 5AA  
Country: United Kingdom

Official name: Redditch Borough Council  
Postal address: Town Hall, Alcester Street, Redditch  
Town: Worcestershire  
Postal code: B98 8AH  
Country: United Kingdom

Official name: Rugby Borough Council  
Postal address: Town Hall, Evreux Way, Rugby  
Town: Warwickshire  
Postal code: CV21 2LA  
Country: United Kingdom

Official name: Sandwell Metropolitan Borough Council  
Postal address: The Sandwell Council House, Oldbury  
Town: West Midlands  
Postal code: B69 3DE  
Country: United Kingdom

Official name: Shropshire County Council  
Postal address: The Shirehall, Abbey Foregate, Shrewsbury  
Town: Shropshire  
Postal code: SY2 6ND  
Country: United Kingdom

Official name: Solihull Metropolitan Borough Council  
Postal address: PO Box 18, Council House, Solihull  
Town: West Midlands  
Postal code: B91 3QS  
Country: United Kingdom

Official name: South Staffordshire District Council  
Postal address: Council Offices, Codsall  
Town: Staffordshire  
Postal code: WV8 1PX  
Country: United Kingdom

Official name: Stafford Borough Council  
Postal address: Civic Centre, Riverside, Stafford  
Town: Staffordshire  
Postal code: ST16 3AQ  
Country: United Kingdom

Official name: Staffordshire County Council  
Postal address: County Buildings, Martin Street, Stafford  
Town: Staffordshire  
Postal code: ST16 2LH  
Country: United Kingdom

Official name: Staffordshire Moorlands District Council  
Postal address: Moorlands House, Stockwell Street, Leek  
Town: Staffordshire  
Postal code: ST13 6HQ  
Country: United Kingdom

Official name: Stoke-on-Trent City Council  
Postal address: PO Box 636, Civic Centre, Glebe Street, Stoke on Trent  
Town: Staffordshire  
Postal code: ST4 1RN  
Country: United Kingdom

Official name: Stratford-on-Avon District Council  
Postal address: Elizabeth House, Church Street, Stratford upon Avon  
Town: Warwickshire  
Postal code: CV37 6HX  
Country: United Kingdom

Official name: Tamworth Borough Council  
Postal address: Marmion House, Lichfield Street, Tamworth  
Town: Staffordshire  
Postal code: B79 7BZ  
Country: United Kingdom

Official name: Telford and Wrekin Borough Council  
Postal address: Civic Offices  
Town: Telford  
Postal code: TF3 4LD  
Country: United Kingdom

Official name: Walsall Metropolitan Borough Council  
Postal address: Civic Centre, Darwall Street, Walsall  
Town: West Midlands  
Postal code: WS1 1TP  
Country: United Kingdom

Official name: Warwick District Council  
Postal address: Riverside House, Milverton Hill, Leamington Spa  
Town: Warwickshire  
Postal code: CV32 5HZ  
Country: United Kingdom

Official name: Warwickshire County Council  
Postal address: PO Box 9, Shire Hall, Warwick  
Town: Warwickshire  
Postal code: CV34 4RR  
Country: United Kingdom

Official name: Wolverhampton City Council  
Postal address: Civic Centre, St Peters Square, Wolverhampton  
Town: West Midlands  
Postal code: WV1 1SH  
Country: United Kingdom

Official name: Worcester City Council  
Postal address: Guildhall, High Street, Worcester  
Town: Worcestershire  
Postal code: WR1 2EY  
Country: United Kingdom  
Official name: Worcestershire County Council  
Postal address: County Hall, Spetchley Road, Worcester  
Town: Worcestershire  
Postal code: WR5 2NP  
Country: United Kingdom  
Official name: Wychavon District Council  
Postal address: Civic Centre, Queen Elizabeth Drive, Pershore  
Town: Worcestershire  
Postal code: WR10 1PT  
Country: United Kingdom  
Official name: Wyre Forest District Council  
Postal address: Civic Centre, Stourport  
Town: Worcestershire  
Postal code: DY13 8UJ  
Country: United Kingdom

## Section II: Object of the contract

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### II.1. Description

#### II.1.1. Title attributed to the contract by the contracting authority

Mortality Services.

#### II.1.2. Type of contract and place of performance or delivery

Services

NUTS code UK United Kingdom

#### II.1.3. Information about a framework agreement or a dynamic purchasing system

The procurement involves the establishment of a framework agreement

#### II.1.4. Information about framework agreement

Framework agreement with several operators

Maximum number Envisaged maximum number of participants to the framework agreement

: 7

#### Duration of the framework agreement

Duration in months: 48

#### Estimated total value of purchases for the entire duration of the framework agreement

Estimated value excluding VAT:

Range: between 2 500 000,00 and 8 000 000,00 GBP

#### II.1.5. Short description of the contract or purchase(s)

Mortality services incorporating the removal of dead bodies under H.M. Coroner, Provision of Funeral Services, Supply of Memorial Products and Services and the inspection and making safe of memorials - tending on behalf of public bodies in the West Midlands, this will be a regional framework of up to 7 contractors for a period of 4 years.

#### II.1.6. CPV code(s)

39296000 Funeral supplies, 98370000 Funeral and related services, 98371000 Funeral services, 98371111 Cemetery maintenance services, 98371200 Undertaking services

**II.1.7. Information about the Government Procurement Agreement (GPA)**

The procurement is covered by the Government Procurement Agreement: no

**II.1.8. Lots**

This contract is divided into lots: yes

Tenders may be submitted for one or more lots

**II.1.9. Information about variants**

Variants will be accepted: no

**II.2. Scope of the procurement**

**II.2.1. Total quantity or scope**

**II.2.2. Information about options**

Options: no

**II.2.3. Information about renewals**

This contract is subject to renewal: no

**II.3. Duration of the contract or time limit for completion**

Duration in months: 48 (from the award of the contract)

Information about lots

Lot No: 1

Lot title: Provision of mortality products and keepsakes.

**1) Short description**

Provision of mortality products and keepsakes.

**2) CPV code(s)**

39296000 Funeral supplies, 98370000 Funeral and related services, 98371000 Funeral services, 98371111 Cemetery maintenance services, 98371200 Undertaking services

**3) Quantity or scope**

**4) Indication about different time frame or duration**

**5) Additional information about lots**

Lot No: 2

Lot title: Provision of Routine Memorial Safety Inspections

**1) Short description**

Provision of Routine Memorial Safety Inspections within the 11 cemeteries and 18 closed churchyards for which the Council has responsibility.

**2) CPV code(s)**

39296000 Funeral supplies, 98370000 Funeral and related services, 98371000 Funeral services, 98371111 Cemetery maintenance services, 98371200 Undertaking services

**3) Quantity or scope**

**4) Indication about different time frame or duration**

**5) Additional information about lots**

Lot No: 3

Lot title: Lot 3a - Provision of removal of deceased persons to the Coroner's office

**1) Short description**

Provision of removal of deceased persons to the Coroner's office.

**2) CPV code(s)**

39296000 Funeral supplies, 98370000 Funeral and related services, 98371000 Funeral services, 98371111 Cemetery maintenance services, 98371200 Undertaking services

**3) Quantity or scope**

**4) Indication about different time frame or duration**

**5) Additional information about lots**

Lot No: 4

Lot title: Lot 3b - Provision of funerals for deceased persons

**1) Short description**

Provision of funerals for deceased persons.

**2) CPV code(s)**

39296000 Funeral supplies, 98370000 Funeral and related services, 98371000 Funeral services, 98371111 Cemetery maintenance services, 98371200 Undertaking services

**3) Quantity or scope**

**4) Indication about different time frame or duration**

**5) Additional information about lots**

**Section III: Legal, economic, financial and technical information**

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**III.1. Conditions related to the contract**

**III.1.1. Deposits and guarantees required**

The Contracting Authority reserves the right to require deposits, guarantees, bonds and/or other forms of appropriate security.

**III.1.2. Main financing conditions and payment arrangements and/or reference to the relevant provisions governing them**

This will be in tender documentation.

**III.1.3. Legal form to be taken by the group of economic operators to whom the contract is to be awarded**

Joint and Several Liability. No special legal form is required but in the case of group bidders the authority requires that a prime service provider assumes primary liability for the group and that each organisation in the group accepts joint and several liability.

**III.1.4. Contract performance conditions**

The performance of the contract is subject to particular conditions: yes

Description of particular conditions: When executing the contract in the UK the successful tenderer will be required to comply with the recommendations of the code of practice for the elimination of Racial Discrimination and the promotion of Equality of Opportunity in

Employment published by the Commission for Racial Equality. The successful tenderer will be

required to participate actively in the service related economic, social and environmental regeneration of the locality of and surrounding the place of delivery for the procurement. Accordingly, tender evaluation and contract performance conditions may relate in particular to social, economic and environmental considerations.

### **III.2. Conditions for participation**

#### **III.2.1. Suitability to pursue the professional activity, including requirements relating to enrolment on professional or trade registers**

List and brief description of conditions: As set out in the Tender Documentation.

#### **III.2.2. Economic and financial ability**

List and brief description of conditions: As set out in the Tender Documentation.

Minimum level(s) of standards possibly required: As set out in the Tender Documentation.

#### **III.2.3. Technical and professional ability**

List and brief description of conditions:

As set out in the Tender Documentation.

Minimum level(s) of standards possibly required:

As set out in the Tender Documentation.

#### **III.2.4. Information about reserved contracts**

### **III.3. Conditions specific to services contracts**

#### **III.3.1. Information about a particular profession**

Execution of the service is reserved to a particular profession: no

#### **III.3.2. Information about staff responsible for the performance of the contract**

Obligation to indicate the names and professional qualifications of the staff assigned to performing the contract: no

## **Section IV: Procedure**

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### **IV.1. Type of procedure**

#### **IV.1.1. Type of procedure**

Open

#### **IV.1.2. Information about the limits on the number of candidates to be invited**

#### **IV.1.3. Information about reduction of the number of solutions or tenders during negotiation or dialogue**

### **IV.2. Award criteria**

#### **IV.2.1. Award criteria**

The most economically advantageous tender in terms of Price is not the only award criterion and all criteria are stated only in the procurement documents

#### **IV.2.2. Information about electronic auction**

An electronic auction will be used: no

### **IV.3. Administrative information**

#### **IV.3.1.**

**File reference number attributed by the contracting authority**

F0192

**IV.3.2. Previous publication concerning this procedure**

no

**IV.3.3. Conditions for obtaining specifications and additional documents or descriptive document**

Time limit for receipt of requests for documents or for accessing documents: 2.7.2012 - 12:00

**IV.3.4. Time limit for receipt of tenders or requests to participate**

9.7.2012 - 12:00

**IV.3.5. Estimated date of dispatch of invitations to tender or to participate to selected candidates**

**IV.3.6. Languages in which tenders or requests to participate may be submitted**

English.

**IV.3.7. Minimum time frame during which the tenderer must maintain the tender**

**IV.3.8. Conditions for opening of tenders**

**Section VI: Complementary information**

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**VI.1. Information about recurrence**

This is a recurrent procurement: no

**VI.2. Information about European Union funds**

**VI.3. Additional information**

The contracting authority considers that this contract may be suitable for economic operators that are small or medium enterprises (SMEs). However, any selection of tenderers will be based solely on the criteria set out for the procurement, and the contract will be awarded on the basis of the most economically advantageous tender. Organisations wishing to be considered for a tendering opportunity must notify Buy ForGood of their interest by no later than 2.7.2012. In return organisations will be sent a tender document which must be completed and returned by no later than 12:00 hours on 9.7.2012. The tender document provided by Buy ForGood will ask service providers to indicate their economic and financial standing, technical ability and appropriate skills.. Where consortia or group of organisations wish to express an interest in this project, each organisation responsible for the provision of supplies or services will be expected to complete a tender. When executing the contract in the UK, the successful tenderer will be required to comply with the recommendations of the Code of Practice for the Elimination of Racial Discrimination and the Promotion of Equality of Opportunity in Employment published by the Commission for Racial Equality. Further information is available from marie [.m.hadley@birmingham.gov.uk](mailto:marie.hadley@birmingham.gov.uk), tel no: +44 1213037746.

This tender process will be conducted using BCC's e-tendering system 'in-tend'. The portal for this system is <https://in-tendhost.co.uk/birminghamcc>. Providers must register with the system in order to access documents. Registration and use is free.

**VI.4. Procedures for review**

**VI.4.1. Review body**

**VI.4.2. Review procedure**

**VI.4.3. Service from which information about the review procedure may be obtained**

**VI.5. Date of dispatch of this notice**

22.5.2012