

United Kingdom-Watford: Funeral services
OJ S 247/2020 18/12/2020
Contract notice
Services

Legal Basis:

Directive 2014/24/EU

Section I: Contracting authority

I.1. Name and addresses

Official name: West Hertfordshire Hospitals NHS Trust
Postal address: Watford General Hospital, Vicarage Road
Town: Watford
NUTS code: UKH2 Bedfordshire and Hertfordshire
Postal code: WD18 0HB
Country: United Kingdom
Contact person: Alexander Trollope
E-mail: alex.trollope@nhs.net
Telephone: +44 7766160105

Internet address(es):

Main address: <https://www.westhertshospitals.nhs.uk/default.asp>
Address of the buyer profile: https://nhs.bravosolution.co.uk/nhs_collaborative/web/login.html

I.3. Communication

The procurement documents are available for unrestricted and full direct access, free of charge, at: https://nhs.bravosolution.co.uk/nhs_collaborative/web/login.html

Additional information can be obtained from the abovementioned address

Tenders or requests to participate must be submitted electronically via: https://nhs.bravosolution.co.uk/nhs_collaborative/web/login.html

Tenders or requests to participate must be submitted to the abovementioned address

I.4. Type of the contracting authority

Body governed by public law

I.5. Main activity

Health

Section II: Object

II.1. Scope of the procurement

II.1.1. Title

WHHT — Funeral Services
Reference number: T/10-20/967

II.1.2. Main CPV code

98371000 Funeral services

II.1.3. Type of contract

Services

II.1.4. Short description

The West Hertfordshire Hospitals NHS Trust (WHHT) is inviting tenders for funeral services. The tender will be split into two lots — adult funeral services and child funeral services. Bidders will be able to submit tenders for one lot only or for both. The anticipated contract length is an initial 3 years commencing 1 March 2021, with options to extend, up to a maximum of 5 years.

II.1.5. Estimated total value

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

Adult Funeral Services
Lot No: 1

II.2.2. Additional CPV code(s)

98371000 Funeral services

II.2.3. Place of performance

NUTS code: UKH2 Bedfordshire and Hertfordshire

II.2.4. Description of the procurement

This lot for adult funeral services shall apply to those funeral services where the deceased is 12 years of age or over.

Full details of the Trust's requirements are available in the specification contained within the tender documentation. Core requirements include:

- the contract(s) shall be performed generally in accordance with the Code of Practice of the National Association of Funeral Directors (NAFD),
- the contractor(s) will be required to carry out basic cremations and burials as instructed by the WHHT. Funerals will be conducted in a professional manner, with punctuality, decency, decorum and respect for a diverse range of cultures whether or not mourners are in attendance,
- contractors' staff will be expected to have received training with respect to their specific duties and must use the appropriate dress code,
- all funeral arrangements will be made in accordance with the requirements of the Trust, patient and relatives. The WHHT's bereavement services or other nominated location is to be informed of any changes to agreed arrangements at least 72 hours before the time of the funeral,
- funeral directors shall use every endeavour to ensure that the client, and also the Trust, understand the range of services and care offered, the prices and also any known disbursements, being the fees which may be paid out on behalf of the Trust, to Ministers of Religion, Civil Celebrates, Cemetery or Crematorium fees, and suchlike,
- the contractor(s) shall ensure that the appropriate certificates are issued and all other documentation (such as ensuring the correct identity of the deceased) has been completed before a funeral takes place,
- the services shall be provided in accordance with the specification and, except in emergencies, the contractor(s) shall not deviate from the specification without the prior written consent of the Trust's Authorised Officer.

II.2.5. Award criteria

Price is not the only award criterion and all criteria are stated only in the procurement documents

II.2.6. Estimated value

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 up to a further 24 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.2.14. Additional information

II.2. Description

II.2.1. Title

Child Funeral Services

Lot No: 2

II.2.2. Additional CPV code(s)

98371000 Funeral services

II.2.3. Place of performance

NUTS code: UKH2 Bedfordshire and Hertfordshire

II.2.4. Description of the procurement

This lot for child funeral services applies to those funeral services where the deceased is under 12 years of age, including funeral services for stillborn or infants, and foetal disposal arrangements (non-viable births – NVBs).

Full details of the Trust's requirements will be available in the specification contained within the tender documentation. Core requirements include:

— the contract(s) shall be performed generally in accordance with the Code of Practice of the National Association of Funeral Directors (NAFD),

— the contractor(s) will be required to carry out basic cremations and burials as instructed by the WHHT. Funerals will be conducted in a professional manner, with punctuality, decency, decorum and respect for a diverse range of cultures whether or not mourners are in attendance,

— contractors' staff will be expected to have received training with respect to their specific duties and must use the appropriate dress code,

— all funeral arrangements will be made in accordance with the requirements of the Trust, patient and relatives. The WHHT's bereavement services or other nominated location is to be informed of any changes to agreed arrangements at least 72 hours before the time of the funeral,

- funeral directors shall use every endeavour to ensure that the client, and also the Trust, understand the range of services and care offered, the prices and also any known disbursements, being the fees which may be paid out on behalf of the Trust, to Ministers of Religion, Civil Celebrates, Cemetery or Crematorium fees, and suchlike,
- the contractor(s) shall ensure that the appropriate certificates are issued and all other documentation (such as ensuring the correct identity of the deceased) has been completed before a funeral takes place,
- the services shall be provided in accordance with the specification and, except in emergencies, the contractor(s) shall not deviate from the specification without the prior written consent of the Trust's Authorised Officer.

II.2.5. Award criteria

Price is not the only award criterion and all criteria are stated only in the procurement documents

II.2.6. Estimated value

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 up to a further 24 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.2.14. Additional information

Section IV: Procedure

IV.1. Description

IV.1.1. Type of procedure

Open procedure

IV.1.3. Information about a framework agreement or a dynamic purchasing system

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.2.1. Previous publication concerning this procedure

Notice number in the OJ S: [2020/S 208-509148](#)

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

Date: 18/01/2021 Local time: 12:00

IV.2.3. Estimated date of dispatch of invitations to tender or to participate to selected candidates

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: 6 (from the date stated for receipt of tender)

IV.2.7. Conditions for opening of tenders
Date: 18/01/2021 Local time: 12:01

Section VI: Complementary information

VI.1. Information about recurrence

This is a recurrent procurement: no

VI.3. Additional information

VI.4. Procedures for review

VI.4.1. Review body

Official name: High Court of Justice

Town: London

Country: United Kingdom

VI.5. Date of dispatch of this notice

14/12/2020