**1617-0087 Vaults and Mausolea**

Islington Council invites suitable expressions of interest from suppliers for 1617-0087 Vaults and Mausolea.

**Current status / Background**

ICCS (Islington and Camden Cemetery Services) have been providing these products for a number of years over several areas within Islington and St Pancras Cemeteries. We are looking to extend our current provision to new areas within the main site as well as increasing on the existing areas.

The current arrangement is due to expire and the Council seeks to establish a multi-supplier framework agreement.

**The requirement**

The Council are looking for applications from companies that can provide, install and maintain bespoke vaults and mausolea which are suitable for their purpose and fit in with the general ethos of Islington and St Pancras Cemetery, which holds a wide range of memorial styles from 1854 to date.

The successful tenderers will also have to take into account the problems of ground excavation and reinstatement around these schemes without interfering with the operation of the cemetery or of funerals in the area.

The vaults and mausolea need to be LACO 1977 or equivalent compliant with suitable finishes to provide adequate weather and erosion proofing.

**Procedure for awarding each call-off under the Framework Agreement**

The Council does not guarantee that it will award any work under the framework agreement and neither can the council make a contractor accept work offered under the framework agreement.

Direct Awards

Direct awards will be issued to contractors based on prices submitted in their tendered submission.

The Council reserves the right to either issue a direct award or initiate a mini-competition for contracts with a value below £200k.

This allows the council flexibility to issue a direct award for call-offs choosing the contractor that will provide the best choice for uniformity and consistency purposes. For example, a direct award could go to a contractor that has already provided vaults and mausolea to a specific area within the cemetery where the new call-off is adjacent to this area.

Mini Competition

For all call-offs with a value of £200k and above, the Council will commit to undertake a mini-competition.

Each contractor will be required to provide additional current pricing via mini-competition for any call-offs valued at £200k and above.

Mini-competitions will use the same award criteria that were used to establish the framework. The quality score given for the written submission ‘Method Statements’ when the framework was established will be used to give the total quality score. The additional pricing provided via the mini-competition will be scored to give a total price score. The call-off contract will then be awarded to the contractor who achieves the highest combined cost and quality score.

**Lots**

This framework agreement will not be split into lots as each element is integral to the installation of the whole product.

**TUPE [Transfer of Undertakings (Protection of Employment) Regulations]**

Potential providers must be aware that TUPE may or may not apply to this service. Further details will be available in the invitation to tender.

**Contract Period**

The contract period for the framework agreement will be for 36 months from an estimated start date in April 2017.

**Contract Value**

The estimated total value of this framework agreement is £2m over the maximum 36 months term of the framework agreement. This is based on £666k per annum. However the Council is confident the bids received will be lower than the estimated value.

**Award criteria**

The framework agreement will be awarded to the Most Economically Advantageous Tender (MEAT) in accordance with the Public Contracts Regulations 2015. MEAT for this framework agreement is quality 40% and cost 60%. Further details will be provided in the invitation to tender.

**Cost 60%**

**Quality 40%**

**Quality made up of:**

Proposed approach to effectively controlling delivery, costs and risks for this contract (10%)

Proposed approach to design and longevity of vaults and mausolea (10%)

Proposed approach to installation of vaults and mausolea (10%)

Proposed approach to maintenance of vaults and mausolea, including faults, back-up service (5%)

Proposed approach to sustainability in relation to this project (5%)

**Total 100%**

Tenderers should be aware that we reserve the right to hold site visits and interviews during the tender process. Site visits and interviews will be for verification/clarification purposes of the written submission.

We reserve the right to interview leading bidders.

**Procurement Process**

This framework agreement will be procured using the Open Procedure. The Open Procedure means that all bidders who successfully express an interest will automatically be invited to tender and have access to the tender documents. Those who submit a tender and meet the minimum requirements will have their full tender, method statements and pricing evaluated.

**How to express an interest**

If you wish to apply for this framework agreement please follow the steps below:

Register your company free of charge via the **London Tenders Portal**.

Link: <https://procontract.due-north.com>

Await acceptance. You will receive an email confirming your username and password.

Use your username and password to log into the London Tenders Portal and express your interest in 1617-0087 Vaults and Mausolea, 45215400 - Cemetery works, 45112714 – Landscaping work for cemeteries, 45210000 – Building construction work,

Shortly after you have expressed interest, you will receive a second email containing a link to access the tender documents.

**Deadlines**

The deadline for expressions of interest is: **11:59 on Monday 27/02/2017**

Submission of Tender documents by: **12 noon on Monday 27/02/2017**

**Late submissions will not be accepted.**

**Additional information**

* Islington Council and its partners are committed to work towards a ‘Fairer Islington’, for more information see www.islington.gov.uk.
* Please **do not** include any publicity material with your submissions.
* Islington Council aims to provide equality of opportunity and welcomes applicants who meet the qualitative selection criteria from black and minority ethnic communities and disabled groups.
* The Council encourages all types of organisation who meet the qualitative selection criteria including Voluntary and Community Sector (VCS) organisations, Social Enterprises or not for profit enterprises and small to medium enterprises (SME) to tender.
* Your submission will be marked in stages. Only applicants who meet the requirements at each stage will progress to the next stage. Further details will be contained in the tender documents.
* Please include the Contract Number of this tender process when communicating with the Council in any way.
* All questions relating to this contract should be raised via the question and answer section of the relevant contract on the London Tenders Portal. Please do not contact any officer of the council directly.
* Applicants are advised that all costs incurred either directly or indirectly in preparation, submission or otherwise related to this advertisement will be borne by them, and in no circumstances will the council be responsible for any such costs. Applicants are also advised that the council at its sole discretion acting reasonably and in good faith reserves the right to abandon the procurement at any stage prior to contract award.
* As part of a commitment to transparency the council is now publishing all spend over £500 each month. This includes spend on contracts, so the successful contractor should expect details of spend against the contract to appear on the council website [www.islington.gov.uk](http://www.islington.gov.uk/Council/councilworks/councilfinance/default.asp). The council is also committed to publishing tender and contract documentation after contract award stage. Commercially sensitive information will be redacted from documentation. What constitutes commercially sensitive information is a matter for the council’s sole discretion. However, tenderers will be invited to identify information they consider to be commercially sensitive in their tender return and this will be taken into account in the council forming a view.

