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Stockport Council

**Soft Market testing –**

**This is not a Call for Compettion**

Manchester South Coronial District Mortuary Services

Contract Period:

**1 October 2021 – 30 September 2025**

**(With the option to extend for a further 3 years)**

1. **Background**

The Manchester South Coronial District covers 3 boroughs:

 

Stockport Council (SMBC) is the lead borough for the Coronial District.

SMBC as lead authority in conjunction with HM Senior Coroner, via STAR Procurement, is conducting a Soft Market exercise to understand the level of interest from capable organisations in providing a body storage service.

1. **Key Aims**
   1. **Requirements**

The contract is for a body storage service.

The contract may or may not include:

Transportation for in-hospital deaths where the Coroner has an interest and a post- mortem is required;

**2.2 Volumes**

Historic figures across the Coronial District are (future figures may vary and cannot be confirmed):

|  |  |  |
| --- | --- | --- |
|  | **Total Reported**  **Deaths** | **Mortuary**  **Services\*** |
| **2019 Figures** | **2,575** | **1,300** |

\*Indicative figure, may include some Exclusions

**2.3 Timescales**

It is currently anticipated that the duration of any future SLA will have an initial period of between

2 and 3 years, with a number of options to extend for up to a further 3 to 5 years. The total duration of any contract, subject to any extension agreements, could be anywhere between 2 and 8 years.

**2.4 Costings**

Indicative costings should be provided by interested parties. The costs should be inclusive of all the requirements, and as a minimum broken down into the following:

 Mortuary (to include all ancillary services (porters, technicians, winter pressures mitigations etc.);

**2.5 Constraints**

The mortuary must be within all the below:

 30 miles of any postcode within the three boroughs;

 No more than 60 minutes’ drive from any postcode within the three boroughs (during normal mid-morning traffic flow);

 No more than 2 hours via public transport from any postcode within the three boroughs

(during normal mid-morning traffic flow);

This constraint is required due to the sensitive nature of this contract and the need for minimal disruption to relatives of the deceased when needing to attend the mortuary for identification purposes, and also for visiting purposes. The Senior Coroner has deemed this constraint as reasonable under these circumstances.

**Project Timescales**

|  |  |
| --- | --- |
| **Stage of the project** | **Anticipated deadline** |
| Soft market testing | 20 April 2021 at midday |
| Progress to tender | 27 April 2021 |
| Closing date for suppliers to have submitted documents | 1 June 2021 |
| Result of Procurement Process | 20 July 2021 |
| Contract Start Date | 1 October 2021 |

1. **Soft Market Testing**

**THIS IS NOT A CALL FOR COMPETITION**

The Soft Market Test is intended to allow interested organisations with relevant experience to outline their views and provide information with no commitment to themselves or the Council.

The Council is looking to award a contract commencing 1 October 2021. If a decision is made to tender this service the maximum annual budget is £150,000. It is further envisaged that the initial contract would be for a period of four years (with an option to extend for a further 3 years). During the Soft Market Test we would like to gauge the level of interest.

**Stage 1 -** Interested suppliers are required to complete the following company information form and a short questionnaire (at appendix 1). Suppliers who complete and return the questionnaire ***may*** be invited to meet with Council representatives to discuss its requirements.

The questionnaire should be returned via The Chest messaging function - <https://www.the-chest.org.uk/> by midday on 20 April 2021.

If Suppliers have any questions about this soft market test, such questions should be submitted to the Council using the ‘Question and Answer’ facility within the opportunity advertised on The Chest. A copy of the question and a copy of the written reply may be circulated to all Suppliers, with anonymity of the Supplier preserved. Suppliers must not raise questions through any other channels, including emails direct to the Council or to STAR Procurement. No questions will be responded to, other than those raised through The Chest as described above

**We encourage your participation in this soft market testing exercise, but must emphasise that your involvement in this exercise will not carry any commercial advantage in any ensuing procurement process.**

**No information provided in response to this soft market testing exercise will be used in any evaluation of any subsequent response to a procurement exercise.**

1. **General Information**

|  |  |  |
| --- | --- | --- |
| **3.1** | Full name of your organisation: |  |
| Contact Details Name: |  |
| Job Title: |  |
| Address: |  |
| Telephone no: |  |
| Fax No: |  |
| Mobile No: |  |
| Email Address: |  |
| Web Address (if any): |  |

1. **Undertaking from the supplier**

|  |  |
| --- | --- |
| Name:\* |  |
| Signed: | Duly authorised on behalf of the Supplier  (Electronic signature required here) |
| Position: |  |
| Date: |  |

**Appendix 1 – Questionnaire**

**Please complete the following questionnaire fully, highlighting any information that you consider to be commercially sensitive\***

1. Please state the location for the provision of these services (if across multiple locations, please clearly state each element and its location).

Response:

1. Please briefly detail what capacity is currently available for providing the mortuary services. You should include storage space available and how you will deal with winter pressures.

Response:

1. Please briefly detail whether you intend to increase this capacity permanently to deliver the required service and if so, how and to what timescale. If you do not intend to increase capacity please state not applicable (N/A).

Response:

1. Please briefly detail what staffing and other resources are available to you to provide the required services. You should include details of those who will be handling the bodies.

Response:

1. Please briefly detail how you will increase the resources available to deliver this contract (if needed) and to what timescale. If you do not need to increase resources please state N/A.

Response:

6. Please briefly detail what facilities are available for identification and other visits from relatives (including any differentiation between adult and child deceased)

Response:

7. Please provide indicative costs. These should be inclusive of all the requirements and as a minimum broken down into the following: Mortuary Services (to include all ancillary services - Porters, technicians, winter pressures mitigations etc.); Transportation for in hospital deaths.

Response: