

## **PART TWO**

### **Introduction**

Warren Hill Crematorium carries out on average 2000 cremations per year. The crematorium has two ceremony rooms, Edgar Newman and Albert Munn. The Albert Munn room is part of the original construction of the crematorium while the Edgar Newman Room was completely rebuilt as part of an improvement programme at the site in 2013. Since 2002 music facilities at the Crematorium have been supplied by an external supplier. The music provision has been used extensively by service users of the crematorium.

The Albert Munn ceremony room has seating for 70 people with further standing space for an additional 50 people. The Edgar Newman ceremony room has seating for 135 people together with 80 people standing. The authority also provides wedding facilities at the site.

The service currently uses an Eminent Alpha 200/30 organ in each ceremony room each with its own speaker system. This equipment is being removed and needs to be replaced as part of a project to bring all the music provision in-house

### **Requirements**

1. To supply, install and maintain an organ in each of the ceremony rooms which is at least equivalent to the existing provision in terms of quality, musical performance and usability.
2. To supply, install and maintain the associated speaker system, including cabling, required for the organ being supplied and the environment within which the installation is to be made.
3. Should the proposed solution require the leasing of any of the hardware, this lease agreement must include all maintenance and support for this equipment throughout the term of the lease agreement
4. Should the proposed solution require the Council to own any of the hardware, all standard warranties and guarantees must apply.
5. The solution must be to a standard and quality suitable for all attendees for a service at Warren Hill crematorium. All new equipment supplied and installed are to be of satisfactory quality, fit for purpose and meet any quality standards applicable at the time. All wiring, power outlets and other ancillaries necessary for the successful installation of the system are to be supplied and fitted by the contractor or sub-contractor to the contractor approved in agreement with the Authority. All visible cables to be placed in trunking where no other hidden routing options are available.
6. The solution should include any additional costs for the option of making high quality digital recordings of music and for it being mixed / linked with any audio or visual recordings of ceremonies and services held in the chapels.
7. The solution should include for any additional costs to allow for High Quality Pre-recorded music to be played through the proposed Organ Speakers should an organist not be required or not be able to be provided at a Service.
8. The provider must provide ongoing support to ensure that the organs are always available and operational or temporary alternatives provided if this cannot be achieved immediately.
9. Any training in the use of the equipment or the installation to be provided to staff nominated by the Authority.
10. Potential Suppliers are required to carry out an on-site visit and assessment of the ceremony rooms by prior appointment before submitting tenders.
11. All equipment will come with a 10-year warranty. Should a problem occur, there will be no charges involved in its resolution.