**ITT SCHEDULE 4 – CERTIFICATE OF NON-COLLUSION AND NON-CANVASSING**

**Lyndon Walk – Labour Only Joinery Works**

**Contract Ref DN730347**

**(‘The Contract’)**

To: Wansbeck Workspace,

Rotary Parkway,

Ashington,

NE63 8QZ

For the attention of: Dave Shanley

Date: [insert date]

**Statement of non-canvassing**

I/we hereby certify that I/we have not canvassed any governor, Director, employee, representative or adviser of the Contracting Authority in connection with this Tender and the proposed award of the Contract by the Contracting Authority, and that no person employed by me/us or acting on my/our behalf, or advising me/us, has done any such act. I/we agree that the Contracting Authority may, in consideration of this bid, and in any subsequent actions, rely upon the statements made in this Certificate.

I/we further hereby undertake that I/we will not canvass any governor, Director, employee, representative or adviser of the Contracting Authority in connection with the award of the Contract and that no person employed by me/us or acting on my/our behalf, or advising me/us, will do any such act.

**Statement of non-collusion**

The essence of the public procurement process for selective tendering for the Contract is that the Contracting Authority shall receive bona fide competitive Tenders from all Tenderers.

In recognition of this principle, I/we certify that this is a bona fide offer, intended to be competitive and that I/we have not fixed or adjusted the amount of the offer or the price in accordance with any agreement or arrangement with any other person (except any sub-contractor identified in this offer).

I/we also certify that I/we have not done, and undertake that I/we will not do, at any time during the tender process or in the event of my/our tender being successful while the resulting Contract is in force, any of the following acts:

* communicate to any person, other than the Contracting Authority, the amount or approximate amount of my/our proposed offer except where the disclosure in confidence of the approximate value of the Tender was essential to obtain insurance premium quotations required for the preparation of the Tender; or
* enter into any agreement or agreements with any other person that they shall refrain from tendering to the Contracting Authority or as to the amount of any offer submitted by them; or
* cause or induce any person to enter into such an agreement as is mentioned in paragraph 1 and 2 above or to inform us of the amount or the approximate amount of any rival Tender for the Contract; or
* commit any offence under the Bribery Act 2010, the Prevention of Corruption Acts 1889 to 1916 nor under Section 117 of the Local Government Act 1972; or
* offer or agree to pay or give or actually pay or give any sum of money, inducement or valuable consideration, directly or indirectly, to any person for doing or having done or having caused to be done in relation to any other Tender or proposed Tender for the performance of the Project covered by the Tender, any act or omission as within the Bribery Act 2010.

In this Certificate, the word ’person’ includes any person, body or association, corporate or incorporate and ‘agreement’ includes any arrangement whether formal or informal and whether legally binding or not.

I/we agree that the Contracting Authority may, in its consideration of the offer and in any subsequent actions, rely upon the statements made in this Certificate.

Signed \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Position: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

For and on behalf of [Tenderer