**Annex 3 – REFERENCES**

Potential suppliers are required to submit details of two organisations **where you have carried out similar works before.**

This is so that references may be obtained. If you are currently supplying to other Local Authorities, please include these.

**Reference 1**

|  |  |
| --- | --- |
| Organisation Name |  |
| Contact Name |  |
| Address |  |
| Telephone Number |  |
| Fax Number |  |
| Estimated contract sum | £ |
| Project description |  |

**Reference 2**

|  |  |
| --- | --- |
| Organisation Name |  |
| Contact Name |  |
| Address |  |
| Telephone Number |  |
| Fax Number |  |
| Estimated contract sum | £ |
| Project description |  |

Please note that all information will be treated in the strictest confidence and will be used purely as a means of obtaining references.