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**Appendix B1**

**Confidentiality Agreement**

**Opportunity Title**

**PROVISION OF SUPPORT FOR LJ**

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**CONFIDENTIALITY AGREEMENT**

**In order to be provided with the detailed specification bidders need to complete and return this document. Bids will be rejected if the detailed specification has not been requested.**

**You will need to return two scanned copies each signed by an authorised signatory plus a witness back via The Chest**

**A completed copy of the Confidentiality Agreement will be returned to you for your retention**

THIS AGREEMENT is made the \_\_\_\_\_\_\_\_\_\_\_\_ 2020 BETWEEN St Helens Borough Council of Town Hall, Victoria Square, St. Helens, Merseyside, WA10 1HP (“the Council”) and (please insert company name) of (please insert company address) (“the Company”)

WHEREAS

1. THE Council is inviting competitive tenders for the provision of a contract for **Provision of Support For LJ** (“the Service”) intended to be performed with effect from.

2. THE Company is one of a number of persons to have been invited to submit Tenders for the Service

3. THE Council has developed a detailed specification relating to LJ and the care and support package (“the Specified Information”). The Council is willing to provide the specified information to the Company in consideration of the provision by the Company of the undertakings that hereinafter appear

NOW THIS AGREEMENT WITNESSETH as follows:-

1. SOLELY:-

(a) on the basis of the acknowledgement hereinbefore to: and

(b) in consideration of the undertakings on the part of the Company hereinafter appearing the Council will provide to the Company the Specified Information relating to the detailed specification relating to LJ and the care and support package.

2. In consideration of the provision by the Council of the Specified Information the Company agrees and undertakes as follows:-

(a) that the Specified Information which is provided in pursuance of this agreement will not be disclosed by the Company or its employees servants or agents or otherwise to any person, company, firm, third party or organisation whatsoever (save that the Company may disclose the Specified Information to its professional advisers) and will be used solely for the purposes of preparing the tender for the provision of the Service

1. that the Company will use the Specified Information solely for the purposes of the tender referred to and for no other purpose.

3. In the event of a breach by the Company of this Agreement and without prejudice to any other remedy available to the Council then any tender submitted by the Company shall be invalid and of no effect

**SCHEDULE**

**The Specified Information**

(i) Schedule B - detailed specification relating to LJ and the care and support package

IN WITNESS whereof this agreement has been executed as a Deed but not delivered until the day and year first before written

The Common Seal of the St Helens Borough Council was hereunto affixed in the presence of

…………………………………………….

Authorised Signatory on behalf of the Council

SIGNED AS A DEED by

(Signatures must be in ink, digital signatures are not acceptable)

(Please print name)

Name:

Address:

Occupation: