**SECTION 5**

**FORM OF TENDER**

**FORM OF TENDER**

**Tender For:**

**CCTV MAINTENANCE SERVICES CONTRACT**

To : WEST LANCASHIRE BOROUGH COUNCIL

1. I/We having read the Contract Documents for the above entitled contract offer to carry out all the work described therein at the rates I/We have inserted in the Priced Section in accordance with the details of the Contract Documents which produce a total tender sum of ……………………………….. (amount to be repeated in words) ……………………………………………………………………………………………………………………………………………………………………………………

 which sum is exclusive of VAT.

2. I/We state that I/We have not communicated to a person, other than the person calling for this tender, the amount of this tender and that I/We have not adjusted the amount of this tender in accordance with any arrangement between myself/ourselves and any person other than the person calling for this tender.

3. I/We understand that you may not accept the lowest, or any tender, and that you will not be responsible for any cost incurred by me/us in preparing same.

4. The successful tenderer will be required to execute a formal contract and until such execution, the successful tender together with the Council’s written acceptance shall form a binding agreement in the terms of the Contract Documents and where there is any discrepancy or difference between the tender and the (other) Contract Documents the latter shall prevail.

5. Tenders must remain open for acceptance for three months from the date set for submission of tenders.

I/WE attach to this tender the relevant updated information.

 Contractor’s Signature(s)\* .....................................................................

 [print name(s) in full ..............................................................................

 together with position

 in organisation] ......................................................................................

 Date .......................................................................................................

 Name and Address of Firm

 ................................................................................................................

 E-mail. …………………………………………………………………………

 Tel. No. ..................................................................................................

\* Where the Contractor is an incorporated association the company secretary and a duly authorised director should sign. In the case of a partnership at least two duly authorised partners should sign. In the case of an individual the proprietor should sign.