

Schedule 4 - Form of Tender

FORM OF TENDER

For the provision of Care and Support Service at Reardon Court

Reference: DN626366

TENDER SUBMISSION DUE IN BY 12:00 ON 16/06/2023

Name / Position: [INSERT NAME & POSITION OF RESPONSIBLE STAFF]

Address: [INSERT FULL COMPANY ADDRESS]

Date: [INSERT DATE]

UNCONDITIONAL AND IRREVOCABLE OFFER TO THE AUTHORITY IN RESPECT OF THE PROVISION OF AN EXTRA CARE SERVICE AT REARDON COURT

I/We the undersigned return this Submission and acknowledge that we are bound by our proposals submitted pursuant to the Invitation to Tender (receipt of which is also acknowledged) of which the following form part, all duly completed in full where appropriate:

ITT Introductory Document
Schedule 1 – Service Specification
Schedule 2 – Instructions for completion of the ITT
Schedule 3 – Tender Evaluation Method
Schedule 4 – Form of Tender
Schedule 5 – Terms and Conditions (Contract)
Schedule 6 – Pricing Schedule
Schedule 7 – Method Statement Questions
Schedule 8 – Certificate of Non-Collusion
Schedule 9 – Housing Management Terms

I/We unconditionally and irrevocably offer to enter into the Contract (as set out in Schedule 5 (Terms and Conditions) and deliver the services in relation to the provision of the Extra Care Service at Reardon Court (as set out in Schedule 1 (Service Specification)).

I/We agree to the prices as set out in Schedule 6 (Pricing Schedule).

I/We confirm that:

- i I/We are fully conversant with every part of the Invitation to Tender and its annexures, and
- ii this Submission is strictly in accordance with all and every provision of the Invitation to Tender including, without limitation, the Instructions to Bidders.

- iii All information representations and any other matters of fact communicated to the Authority (whether in writing or otherwise) in connection with or arising out of this Submission are submitted in good faith and are to the best of my/our knowledge true, complete and accurate in all respects.

I/We agree that this Submission shall remain open to be accepted or not by the Authority and shall not be withdrawn for a period of one hundred and eighty (180) days from the Closing Date set out in the Invitation to Tender, or such longer period as may be agreed by the Authority.

I/We undertake to execute the Contract in the form annexed to the Invitation to Tender.

Should my/our offer be accepted I/we intend to employ the Sub-Contractors/Consultants [DELETE AS NECESSARY] listed below whom I am/we are fully satisfied are proficient and able to carry out the works/services [DELETE AS NECESSARY] to the requirements of this procurement and comply fully with the Authority's criteria including compliance with relevant Health and Safety and Equalities legislation and equal ability to comply with the requirements of the contract and to produce the quality and standards as set out in the Contract Documents:

Domestic sub-contractors /consultants[DELETE AS NECESSARY] Profession	Name of Company	Address and Telephone No.	Registration no. with Companies House

The above table must be completed where applicable

I/We further agree to make available to your officers such facilities and information as might be required by them to monitor by personal inspection the organisation performance and compliance with the Authority's criteria of the domestic sub-Contractors /Consultants[DELETE AS NECESSARY] listed above.

I/We certify that I/We have not communicated anything contained in the Invitation to Tender or its annexures to any other person except in accordance with the Instructions to Bidders or adjusted our Submission in accordance with any agreement or arrangement with any other person or organisation in the terms set out above.

I/We acknowledge that the Authority is not bound to accept the lowest or any Submission they may receive and reserve the right at their absolute discretion to accept or not to accept any Submission.

Care and Support Service at Reardon Court

I/We certify that we have full power and authority to enter into the Contract and deliver the services, and that this is a bona fide Submission.

I/We certify that I/we are of sound financial standing that will enable us to carry out our obligations under the Contract in full and are not aware of any circumstances which might adversely affect such financial standing in future.

Dated this day of

Signed for and on behalf of the Bidder:[insert organisation name].....

Signed:

Position/Status:

Bidder's Name:

Address:

Signed for and on behalf of the Bidder:[insert organisation name].....

Signed:

Position/Status:

Bidder's Name:

Address:

****PLEASE PRINT OUT THE FORM OF TENDER, SIGN, SCAN AND UPLOAD THE COMPLETED DOCUMENT AS PART OF YOUR TENDER****