

## FORM OF TENDER FOR THE SUPPLY OF **SERVICES/GOODS/WORKS**

To: BRIDGEND COUNTY BOROUGH COUNCIL  
CIVIC OFFICES  
ANGEL STREET  
BRIDGEND  
CF31 4WB

Tender for:

Tender No:

- i) The Council requires that certain **services/goods/works** should be provided namely the supply of **[SET OUT SERVICE/GOODS/WORKS DETAILS]**, more specifically identified in the Contract Documents as defined below (“the **Service/Goods/Works**”).
- ii) On [DATE] the Council invited the Tenderer to tender for the provision of the **Services/Goods/Works**.
- iii) Having examined the Instructions to Tenderers, Conditions of Contract, the Specification, the schedules and all other tender documentation issued by the Council for the **Service/Goods/Works**, the Supplier hereby tenders and undertakes to perform the **Service/Goods/Works** for the Contract Period (as identified in the Contract Documents) in conformity with the Conditions of Contract (including any special conditions), the Specification, the schedules and all appendices, plans, pricing documents and all other tender documentation and the Tenderer’s response to them (the “Contract Documents”), at the prices and rates agreed therein exclusive of VAT subject to any change in scope as agreed by the Council.
- iv) The Tenderer certifies that this is a bona fide tender.
- v) The Tenderer hereby warrant and undertake to the Council in the terms set out in the Instructions to Tenderers.
- vi) The Tenderer agrees that the insertion of any conditions qualifying this tender which are not permitted by the tender documentation or any unauthorised alteration to any of the tender documents shall cause the tender to be rejected.

- vii) The Tenderer agrees that their tender shall remain open for acceptance by the Council and shall not be withdrawn for a period of 13 weeks from the closing date for return of tenders.
- viii) The Tenderer understands that the Council is not bound to accept the lowest, the most economically advantageous or any tender the Council may receive and that the Council may accept part or all of the tender and that the Council will not pay any expenses incurred by me in connection with the preparation and submission of this tender.
- ix) Should its tender be accepted by the Council the Tenderer agrees to execute a formal contract prepared by the Council's Legal Department embodying all of the terms and conditions contained within the tender documentation if so requested by the Council.
- x) **Unless and until such an agreement is executed this Form of Tender and the acceptance hereof by the Council shall constitute a binding contract between the parties and in consideration of the payments to be made by the Council in accordance with the Contract Documents, the Tenderer hereby covenants with the Council to supply the **Services/Goods/Works** in conformity in all respects with the provisions of the Contract Documents.**

I confirm that I have read and understand this document.

**NOTE: Envelopes to bear no marks identifying Tenderer.**

**Tenderers Representatives Signature:** \_\_\_\_\_

**Print name** \_\_\_\_\_

**\* Position in Company/Firm:** \_\_\_\_\_

\* Signatory must be a Director or Secretary or another person duly authorised by the Company to sign and in the latter case, proof of authority to sign must be submitted with the form for tender or if Sole Trader please insert "I am a sole trader"

**Name of Company/Firm/Other Organisation:**

\_\_\_\_\_

**Company Registration Number (if applicable):**

\_\_\_\_\_

**Registered Office Address or Principal Place of Business:**

\_\_\_\_\_

**Address of Principal Place of Business:** [if different from above]

\_\_\_\_\_

**Telephone Number:** \_\_\_\_\_ **Facsimile Number:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**(the “Tenderer”)**

**Council Authorised Signature:** \_\_\_\_\_

**Print name** \_\_\_\_\_

**Position in Council:**\_\_

**Date of Acceptance:** \_\_\_\_\_

**(the “Council”)**