

## TENDER COVERSHEET

Tender documents to be returned by; **5pm, Wednesday 16 July 2025.**

### Contractor Details

Company Name	
Address	
Contact name	
Position	
Telephone number	
Email	
Purchase Orders to be sent to: (if different from above)	

### Documents required / enclosed

Method statement	
Risk Assessment	
Public Liability Insurance £10m certificate	
Contact details of three Local Authorities for reference requests.	
Confirm Out of Hours emergency service in place.	

Signed	
Dated	