

Thames Freeport

Thames Freeport Skills Programme – Tender Questions and Application form

1. Purpose of the Programme

The Thames Freeport Skills Programme aims to build the capacity of the local skills and employment system to respond to the specific skills challenges and opportunities within the Thames Freeport area. The programme supports innovation, collaboration and growth in skills provision that aligns with the Freeport's wider ambitions to enhance productivity, drive inward investment and support local people to access high-quality jobs and careers.

The fund is designed to support the development of new programmes, improvement of existing facilities, and the piloting of new skills interventions across core sector areas. Applicants must clearly define the outcomes they intend to deliver and explain how Thames Freeport Skills Programme funding will enable those outcomes to be achieved, as well as how other existing funding sources will be leveraged.

Projects funded through this fund will be known collectively as the Thames Freeport Skills Programme.

This procurement has been divided into nine Lots, as outlined in Section 8, and aims to appoint at least one supplier to each lot to support the delivery of the programme

2. Funding

This funding has been made available as a direct result of the establishment of the Thames Freeport. It is intended to help develop or deliver proposals that will benefit the wider sector and help local businesses grow through improved skills supply and training provision. Funding is available for programme delivery projects and capital projects, or both.

Thames Freeport will provide up to 100% of total eligible project costs. The minimum bid size is £20,000, and the maximum is £120,000 per programme delivery project, and a minimum of £50,000 and maximum of £200,000 for capital projects. Applicants may submit more than one proposal.

All eligible tenders will be included in a pipeline of Thames Freeport Skills Programme projects. Projects in the pipeline will be prioritised on a regular basis. As funding becomes available, Thames Freeport may provisionally allocate funds to projects on this list. The dates on which prioritisation will take place will be published in advance on the Thames Freeport website: <https://thamesfreeport.com>.

Thames Freeport reserves the right to decide which projects it will fund. Meeting the eligibility and assessment criteria does not guarantee funding.

3. Procurement Act 2023 Compliance

The ITT will be available through a central digital platform, as required under the Procurement Act 2023. This ensures transparency in procurement route and regulations applicable. The ITT will be published on the Find a Tender platform.

In accordance with the Procurement Act 2023, notices and award details will be published on the Find a Tender platform. Contract KPIs, award notices, and performance tracking will also be disclosed where applicable.

This procurement is being conducted by Matt Hamnett & Associates Ltd, trading as MH&A. Company number: 11197120. Registered address: 1a Kingsbury's Lane, Ringwood, England,

BH24 1EL. MH&A will act as the Contracting Authority for the purposes of this procurement and will enter into contract(s) with the successful supplier(s).

Due to administrative limitations, the procurement notice is being published via the Thames Freeport (TFP) buyer account on the UK Government's Find a Tender platform. This is to ensure compliance with public procurement regulations, as the funding for this contract is grant-funded and subject to public authority oversight.

However, all procurement activities, including supplier engagement, evaluation, and contract award and any prevailing contracts are being administered by MH&A. Bidders should direct all communications, clarifications, and submissions as instructed in this notice and the procurement documents.

4. Geographic coverage

Projects must be delivered within the Thames Freeport area, specifically in the boroughs of Barking and Dagenham, Havering and Thurrock. Within this, there is flexibility for applicants to focus their activities on specific neighbourhoods or communities depending on the project design.

5. Who can apply

Applications are welcomed from employers, schools, colleges, higher education institutions, independent training providers and other community based partners in the Thames Freeport area or prepared to operate within it. All proposals must involve collaboration between at least two organisations. This could be a combination of training providers, employers, FE or HE institutions, or third sector organisations.

Third sector organisations must partner with at least one employer or training provider to lead the bid. Organisations may lead or participate in more than one proposal.

6. Strategic priorities

The sectors in focus for the Skills Programme are sustainable construction, food and drink logistics, and AI, Digital and advanced future manufacturing. The project(s) that you include in the tender should demonstrate how they support the strategic aims of Thames Freeport, these include:

- Improving the supply of labour and skills in core sectors, enabling innovation and trade.
- Enabling inward investment through skills and talent with special focus on the overarching themes of Sustainable Construction, Food & Drink logistics & AI, digital and advanced Future Manufacturing.
- Delivery of new employment and skills pathways.
- Addressing persistent barriers in the local skills market.
- Enhancing new curriculum development.
- Providing 'skills escalators' for retraining and reskilling.
- Encouraging the growth of apprenticeships and work-based learning.
- Strengthening leadership and coordination across the local skills system.
- Utilising and maximising existing skills assets within the FE & HE system.

- Facilitating collaboration across institutions, employers and sectors, including through international alliances.
- Targeted interventions to support young people, particularly those entering apprenticeships, with the goal of improving retention and ensuring successful completion.

7. Project requirements

Projects must be outcomes focused. Applicants must clearly articulate the specific challenges they are seeking to address, and what measurable difference their programme will make. They must show:

- A strong rationale for the proposed intervention.
- Clear and measurable outcomes, linked to local economic and skills needs.
- A partnership approach to delivery.
- What existing funding sources are being leveraged alongside Thames Freeport Skills Programme funds.
- The duration and composition of training interventions, e.g. short course of 2 days, qualifications included, non-regulated learning included etc.
- Value for money, including a high-level breakdown of how funding will be used and disclosing how delivery partners will maximise funding granted by Thames Freeport
- A plan for sustainability or legacy beyond the funding period
- Projects should clearly demonstrate why they require investment

8. Project outcomes

Through this tender process, we are seeking proposals for Lots 1 to 9, each with a distinct programme delivery focus and defined outcomes. Bidders should tailor their responses to each Lot accordingly and are encouraged to include examples to support their approach. Bidders may submit up to nine separate proposals, using the response form provided in Section 16.

Sector	Programme delivery area and outcomes	Expected participant / learner volume	Maximum budget available (£ inc VAT)
Sustainable Construction	Lot 1 - Programmes that generate new starts on apprenticeship programmes in construction. Examples may include, but are not limited to: Interventions to support participants in accessing apprenticeship opportunities. Pre apprenticeship delivery, support with barriers to accessing apprenticeships.	115	£84,000

	Deliver construction focused workshops and taster days Site visits to active construction projects. Develop short-term, hands on training to build basic skills and employability in preparation for an apprenticeship. Include CSCS card preparation and mock interviews with employers.		
	Lot 2 - Programmes that generate adult training placement starts in sustainable construction. Examples may include, but are not limited to: On-site construction bootcamps with employer placements focused on eco-friendly building techniques. Courses in Sustainable Construction or Retrofit. Short courses in low-carbon technologies like solar PV installation, heat pump systems, and green insulation methods Site-based work experience linked with college-led technical skills in modular construction.	460	£147,000
	Lot 3 - Capex investment to enhance local FE and HE capacity. Examples may include, but are not limited to: Modernising construction workshops with net-zero compliant materials and tools. Purchasing simulation software and equipment for renewable energy or clean-tech learning.	N/A	£500,000

	Expanding classroom and workshop space to accommodate new skills bootcamps.		
Technology Manufacturing	Lot 4 - Programmes that deliver high-quality training in technology manufacturing. Examples may include, but are not limited to: AI & Machine Learning Bootcamps focused on real-world applications like predictive maintenance or smart robotics. Training hubs simulating Industry environments. Modular training programmes for upskilling in areas like digital inspection, or AI driven quality control. Collaborative innovation projects with industry. Programmes focused on equipping managers and team leaders with skills to lead digital transformation projects and implement new technologies on the factory floor.	410	£91,500
	Lot 5 - New provision to delivering training in digitisation of manufacturing and engineering and use of AI and emerging technologies. Examples may include, but are not limited to: Training for smart factories, including real-time sensor integration and analytics. AI for predictive maintenance and process optimisation. Specialist bootcamps in machine learning and industrial automation.	175	£26,500

	Lot 6 - Programmes that will develop hydrogen skills. Examples may include but not limited to: New technician training in hydrogen fuel cell systems and technologies. Conversion courses. Safety certification programmes in hydrogen storage and distribution. Partnerships with energy providers for hands-on learning in hydrogen production.	115	£17,000
	Lot 7 - Capex investment to support delivery of new technologies. Examples may include, but are not limited to: Acquisition of simulators for hydrogen plant operations or electric vehicle (EV) maintenance. Investment in AI labs for training in machine vision and automation. Purchase of cleanroom environments for battery tech training. Virtual learning platforms and immersive technology setups (VR/AR) to simulate industrial processes.	N/A	£250,000
Food and Drink Logistics	Lot 8 - Training to upskill and reskill unemployed / under-employed adults in to work. Examples may include, but are not limited to: Short, intensive bootcamps in logistics and plant training.	290	£142,000

	Industry-specific pre employment courses e.g. welding, IT support technician, HGV driver retraining.		
	Lot 9 - Develop and operate curriculums in VR / AR Examples may include, but are not limited to: Technical training in AR assisted maintenance and assembly for industrial sectors. CPD programmes for educators and trainers on how to embed VR/AR into curriculum delivery. Develop VR training materials to support realistic workplace simulations, including scenarios such as lifting operations, confined space, working at height, fire evacuation, and other safety-critical situations.	N/A	£150,000

Across all the above programme types, we are particularly interested in programmes that will support;

- Entry to sustained employment (measured at 13 weeks)
- In work progression, including increases in pay or promotions.
- Programmes that include participants aged 25 and under.

To note:

We welcome proposals delivered in a range of formats, including but not limited to two-day, three-day, one-week, or multi-week programmes.

9. Monitoring and KPIs

Applicants are required to propose Key Performance Indicators (KPIs) relevant to their project. These may include, for example: the number of learners supported, number of interventions developed, employers engaged, employment outcomes or progressions in work achieved. We would also be keen to understand your organisations approach to contract management within these KPIs.

Applicants should ensure that KPIs are specific, stretching but achievable, and demonstrate how they will track and report performance

10. What we will fund

The Thames Freeport may fund activities associated with the categories listed below. Please note that the examples within each category do not constitute an exhaustive list and are intended to give an indication of the type of costs that may be funded. The Thames Freeport Skills Team is open to discussions around scope.

- Costs associated with programme delivery staffing
- Collaboration and co-ordination activities cost
- Staff and employer time to support curriculum planning and development, including redeveloping existing provision, or to design new content
- Costs associated with staff and teacher training to support activities aligned to Thames Freeport priorities, including engaging industry / specialist staff to train teaching staff
- Awareness raising activities and events, costs associated with marketing and promotion of new programmes including promotional materials, and web page design and development costs
- Capital equipment, including tools, machinery, and fixtures, as well as IT hardware and software that support local skills priorities set out in the Thames Freeport. Capital works for minor facility repurposing/renewal may also be funded – only where it supports the delivery of other programme items laid out in this ITT. All capital equipment funding will be subject to alignment with programme delivery needs and will require the completion of this ITT document and a separate capital application, using the capital expenditure funding application form (Annex A).

11. What we will not fund

Provision or capacity building that does not align with Thames Freeport priorities and activities that duplicate those already funded by government, unless the proposal clearly adds new value or enhances outcomes. Separate applications must be made for each lot you wish to make a tender submission against, ensuring all questions are answered individually for each lot.

12. Assessment and Evaluation

Section 17 outlines the scoring methodology and evaluation criteria. All applications will be assessed against criteria including:

- Strategic fit with Thames Freeport priorities
- Clarity and credibility of outcomes
- Deliverability and readiness to proceed. Priority will be given to those partners that are able to promptly mobilise projects and commence delivery.
- Value for money
- Strength and relevance of partnerships

The highest scoring bid for each Lot will be designated as the preferred bidder. Following a 10-day standstill period, and subject to satisfactory legal and commercial review, a contract will be awarded for the relevant Lot.

13. Market Engagement

This procurement round does not include structured pre-market engagement due to timing constraints. Clarification questions are invited via email, to skills@thamesfreeport.com, and responses will be shared transparently. This approach remains compliant with PA 2023 Section 17 on non-discriminatory engagement.

14. Timeline

Stage	Indicative dates
ITT launch	23 July 25
Clarification question deadline	4 Aug 25
ITT close date	22 Aug 25 - Noon
Evaluation and moderation	22 Aug 25 - 25 Aug 25
Award notification	1 Sept 25
Contract mobilisation	15 Sept 25
Programme delivery start	15 Sept 25

Future procurement dates will be published on the Thames Freeport website.

15. Conflict of interest and declarations

Please confirm the following by signing below;

I confirm that the organisation is not subject to any exclusion grounds under the Procurement Act 2023.

I declare that, to the best of my knowledge, there are no known or perceived conflicts of interest relating to this application.

I understand that submission of this ITT does not guarantee funding, and that Thames Freeport may request further information or enter into a separate procurement or grant process.

I understand that all intellectual property developed or created using TFP funding shall remain the sole property of the TFP.

Name –

Signature –

Date -

16. ITT application form

Please complete a separate response for each Lot you are bidding for. The specified word count applies individually to each Lot. Each submission will be evaluated on its own merit, and responses must not cross-reference one another.

16.1 Lead applicant details.

Organisation name.

Organisation type.

Address.

Contact name and role.

Email and phone number.

Lot being bid.

16.2 Project summary.

Project title.

Sector and programme delivery outcomes.

Programme description including type and duration of delivery, level of qualification if included / course composition.

Total funding requested.

Delivery location(s).

16.3 Project rationale, outcomes and strategic alignment with Thames Freeport objectives.

Describe the specific economic or skills based problem the project is seeking to address, and how the project will reach new / different participants or deliver improved outcomes.

Describe the outcomes the project will deliver, including considering hard and soft impact measures.

Explain how the project aligns with the aims and sector priorities of the Thames Freeport Skills Programme.

(max 400 words)

16.4 Delivery capability and relevant track record.

List the relevant credentials and experience of the lead organisation and delivery partners, including organisation type and role in the project.

Provide examples of when organisations have delivered relevant similar programmes, and the outcomes and impact these delivered.

(max 400 words)

16.5 Delivery plan

Outline the key activities you will undertake, delivery timescales, and how you will ensure effective implementation.

Describe how you will quality assure the delivery of the project, including how you ensure the positive experience of project participants, the quality of education delivered and how you will manage the delivery of the planned outcomes.

Provide a project plan showing how you will deliver the planned outcomes / timeline.

Provide a summary of the key risks you expect to encounter delivering the programme and how you will mitigate and manage these.

(max 400 words, separate project plan and risk log can be provided).

16.6 Budget and value for money

a. Cost breakdown

Provide a clear, itemised breakdown of all anticipated project costs (e.g. staffing, delivery, equipment, administration), including total cost and cost per participant where relevant.

b. Value for money statement (written response – max 300 words):

Provide a summary of anticipated costs and explain how your project offers value for money.

Your response should include commentary on cost-effectiveness, efficiency of delivery model, and how you will maximise the impact of Thames Freeport funding.

Provide a summary of anticipated costs and explain how your project offers value for money.

Provide a breakdown of the overall project cost.

Provide a cost per participant.

(max 300 words)

16.7 Social value

Describe how the project will deliver social value, including benefits of the project will continue beyond the funded period.

(max 300 words)

16.8 Payment schedule

You will not be scored for this question.

Payments will be made at agreed milestones and on outcomes. Please outline;

The milestones you breakdown for your planned project.

What outcome is being measured at each milestone.

The evidence that will be supplied at each milestone to demonstrate the outcome.

The percentage of the overall funding per participant at each milestone.

(max 300 words)

Please note: Payments will be made in arrears upon completion of each milestone. Delivery partners must submit evidence of milestone achievement to MH&A. Once approved by MH&A, this evidence will be shared with TFP for validation. If accepted by TFP, MH&A will invoice TFP and, upon receipt of payment, will in turn pay the delivery partner's invoice.

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16.9 Declarations and conflict of interest

Please confirm any known or perceived conflicts of interest.

Submission Instructions

Please submit your completed application form to skills@thamesfreeport.com by 5pm (1700hrs) on 18 August 2025.

Name

Role

Signature

Date

17. TFP Skills programme Scoring

17.1 Scoring Matrix (0-4)

Score	Evaluation	Description
0	Unsatisfactory	The response does not meet any of the requirements or no response has been provided. An unacceptable and / or non-compliant response with serious reservations, demonstrating no understanding of the requirement.
1	Poor	The response has met some, but not all elements of the requirements, which poses a risk that the proposal will not meet the deliverables required. The response does not demonstrate a full understanding of the requirements posing major concerns.
2	Good	The response is acceptable and meets all the basic requirements. However, the response is not sufficiently detailed to minimise risk and / or the proposed approach may require additional support.
3	Very good	The response fully meets all requirements with detail provided minimising risks to delivery. The response is comprehensive and unambiguous, demonstrating a thorough understanding of the requirements and provides details of how the requirement will be met in full.
4	Outstanding	The response exceeds all requirements with detail provided minimising risks to delivery. The response is comprehensive and unambiguous, demonstrating a thorough understanding of the requirements and provides details of how the requirement will be met in full. The response also demonstrates an outstanding standard of added value and innovation.

All bid submissions will be independently evaluated by appropriately qualified individuals to ensure objectivity, fairness, and consistency. This will be followed by a consensus process to agree final scores and outcomes, enabling a balanced and transparent evaluation that reflects a shared assessment of each proposal

17.2 Scoring criteria (%)

Each criterion has a weight - representing its importance to the overall success of the programme:

Criteria	Weight
Project rationale, outcomes and strategic alignment with Thames Freeport objectives	25%
Delivery capability and relevant track record	25%
Budget and value for money*	20%
Delivery plan	20%

Social value	10%
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*

The 20% budget and value-for-money score will be calculated as follows:

17.3 Budget and value for money (20%)

Combined commercial score (20%)

Component	Weight	Calculation
Budget (total cost) score	10%	(Lowest cost / bidder cost) × 10
VfM narrative score	10%	(Raw score / 4) × 10
Total commercial	20%	Sum of above two elements

Commercial evaluation -10% for Budget (total cost)

Lowest compliant total cost submitted will receive the full 10% weighting 10%. Other bids scored proportionally using:

- $\text{Lowest cost} / \text{bidder's cost} \times 10$

Example:

Bidder	Total cost (£)	Calculation	Weighted score (out of 10%)
A	£80,000	$(£80,000 / £80,000) \times 10 = 10.00$	10.00%
B	£100,000	$(£80,000 / £100,000) \times 10 = 8.00$	8.00%
C	£120,000	$(£80,000 / £120,000) \times 10 = 6.67$	6.67%

Commercial evaluation - 10% for value for money narrative

As part of the commercial assessment (20%), bidders are required to submit a written Budget and Value for Money statement (max 300 words) to explain how their proposal delivers strong economic value, efficient use of resources, and maximises impact per pound spent.

Evaluated against a 0-4 qualitative scale:

- 0 - No evidence of value for money.
- 1 - Limited explanation or feasibility concerns.
- 2 - Acceptable explanation but lacks specificity.
- 3 - Clear, credible cost-benefit justification.
- 4 - Outstanding demonstration of cost-effectiveness and innovation.

Score calculated as:

(Raw Score/4) × 10	Narrative Score (0–4)	Calculation	Weighted Score (10%)
A	4	$(4 \div 4) \times 10 = 10.00\%$	10.00%
B	3	$(3 \div 4) \times 10 = 7.50\%$	7.50%
C	2	$(2 \div 4) \times 10 = 5.00\%$	5.00%

17.4 Process for calculation:

To calculate the weighted score

Multiply the score (out of 4) by the weighting for those criteria

Example calculation

A provider scored as follows:

Criteria	Score (0-4)	Weight (%)	Calculation	Weighted value
Project rationale, outcomes and strategic alignment with Thames Freeport objectives	4	25%	$(4 \div 4) \times 25$	25%
Delivery capability and relevant track record	3	25%	$(3 \div 4) \times 25$	18.75%
Delivery plan	3	20%	$(3 \div 4) \times 20$	15%
Budget and value for money	3	20%	$(3 \div 4) \times 20$	15%
Social value	2	10%	$(2 \div 4) \times 10$	5%
Total				78.75%

This provider would have scored 78.75%.

In justification for distribution of funds:

- Each partner is scored against the same criteria for consistency
- Decisions can be justified for transparency
- Evidence can be provided against the scoring matrix to show what mattered to the overall decision-making process

18. Disclaimers

To ensure a fair, transparent and compliant procurement process, the following safeguards apply to this tender:

18.1 Right to Amend or Cancel

MH&A reserves the right to amend or cancel this procurement process at any time without prior notice. Participation in this process does not create any obligation on MH&A to award a contract.

18.2 No Obligation to Award

MH&A may, at its sole discretion, choose not to award any contract or may award fewer contracts than the total number of Lots available. Submitting a proposal does not guarantee selection.

18.3 Bidder Costs

MH&A will not reimburse any costs incurred by bidders in preparing or submitting a proposal or in participating in any part of the procurement process.

18.4 Confidentiality and Data Handling

All information provided by MH&A in relation to this procurement must be treated as confidential. MH&A will treat all submissions confidentially but may be required to disclose information under applicable data protection or freedom of information legislation.

18.5 Abnormally Low Pricing

MH&A reserves the right to investigate any bid it considers to include abnormally low pricing. Bidders may be required to provide justification, and failure to do so satisfactorily may result in disqualification.

18.6 Conflict of Interest

Bidders must declare any actual or potential conflicts of interest. MH&A reserves the right to disqualify any bidder where, in its reasonable opinion, such conflicts may compromise the integrity of the procurement.

18.7 Anti-Collusion and Anti-Competitive Behaviour

Bidders must not engage in any collusive, anti-competitive or unlawful behaviour. MH&A reserves the right to disqualify any bidder suspected of such conduct and may report the matter to relevant authorities.

18.8 Right to Clarify or Reject Submissions

MH&A may request clarification or additional information from bidders. Incomplete, unclear or non-compliant submissions may be rejected without further consideration.

18.9 Changes to Evaluation Approach

MH&A reserves the right to adjust the evaluation methodology or weighting prior to the submission deadline, with appropriate notice to all bidders.

18.10 Subcontracting and Consortia

Where bidders intend to use subcontractors or form a consortium, this must be clearly stated in the bid. MH&A reserves the right to request further information and to approve any subcontracting arrangements post-award.

18.11 Intellectual Property

All intellectual property rights in submitted proposals shall remain with the bidder. MH&A may use the content solely for the purposes of evaluating the submission and administering the procurement.

18.12 Tender Validity Period

Proposals must remain valid for a minimum period of 90 calendar days from the submission deadline unless otherwise agreed in writing.

Annex A
Capital Expenditure Funding Application Form
Part of Invitation to Tender (ITT):

Section 1: Lead applicant details.

Organisation name.

Organisation type.

Address.

Contact name and role.

Email and phone number.

Lot being bid.

Section 2: Project summary

Project title:

Brief description of project (max 150 words):

Alignment with objectives of programme as per ITT (max 300 words):

Section 3: Project rationale, outcomes and strategic alignment to Thames Freeport objectives

Rationale for capital expenditure (max 250 words):

(Explain why this capital investment is necessary and cannot be funded through other means, and what other programme outcomes this enables)

Expected outcomes / benefits (max 250 words):

(How will this Cap Ex support the overall objectives of the programme detailed in the ITT and alignment with the overall Thames Freeport Strategy)

Risks if Cap Ex is not funded (max 250 words):

(What would happen if this funding were not granted?)

Section 4: Delivery capability and relevant track record

Please provide details of up to two previous contracts where you were responsible for delivering capital expenditure projects of similar scale and complexity (200 words max).

Your response should include:

- Description of the project
- Total value of the capital expenditure
- Your role and responsibilities
- Outcomes achieved, including whether the project was delivered on time and within budget
- Lessons learned and how these inform your current approach

Section 5: Delivery plan

Procurement plan (including timeline and suppliers) (max 300 words):

Expected delivery dates for Cap Ex items (max 150 words):

Installation / deployment plan (if applicable) (max 150 words):

Section 6: Budget and value for money

Total amount of Cap Ex funding requested (£):

Total project cost (including other funding sources):

a – Cost breakdown:

Your organisation contribution (£):

Funding (specify sources) (£):

Item description	Purpose	Quantity	Unit cost	Total cost	Supplier

(add rows as needed)

b – Value for money statement:

Provide a summary of anticipated costs and explain how your project offers value for money.

Your response should include commentary on cost-effectiveness, efficiency of your chosen approach, and how you will maximise the impact of Thames Freeport funding.

Provide a summary of anticipated costs and explain how your project offers value for money.

Provide a breakdown of the overall project cost.

Provide a cost per participant, e.g. how many people do you expect to benefit from the investment.

(max 300 words)

Section 7 Social value (and sustainability)

Maintenance plan and associated costs (post-deployment, max 150 words):

Lifecycle and depreciation considerations (max 150 words):

Sustainability measures (energy efficiency, environmental impact, max 150 words):

Long term benefits (legacy, max 200 words):

Declaration

I confirm that the information provided is accurate and that the requested capital expenditure funding will be used solely for the purposes outlined above.

Signature:

Name:

Position:

Date:

Required attachments:

- 3 x quotes or estimates for capital items
- Procurement policy/procedure (if required)
- Cap Ex budget forecast or business case
- Project delivery timeline including Cap Ex elements

Please submit your completed application form to skills@thamesfreeport.com by 12pm (1200hrs) on 22nd August.

Additional information

- Capital funding applications will only be considered where capital investment supports the delivery of other programme outcomes included in this ITT.
- Incomplete submissions may not be considered.
- Please complete this form using Arial font, size 10.5, and return it in Microsoft Word (.docx) format.
- Additional attachments (e.g. quotes, policies, supporting documents) may be submitted in PDF format.
- This capital expenditure form will be scored against the same scoring criteria noted in the ITT.
- Prevailing contracts will be subject to the Terms and Conditions issued with this ITT