 **[Purchase of Vitamin Supplements for children, women and adults aged 60+]**

Please complete this form to **Sumaiyah.Rahman@newham.gov.uk by [Tuesday 13th May at 5pm].**

By completing and returning this form you will be able to raise questions for us to respond to.

|  |  |
| --- | --- |
| **Name of your Organisation** |  |
| **Address** |  |
| **Name of Key Contact** |  |
| **Position** |  |
| **Email** |  |
| **Phone Number** |  |
| **Is your organisation a:** | * **Private Sector**
* **Local authority**
* **Social Enterprise**
* **Charity**
* **Voluntary Community Sector/Third Sector**
* **Other**
 |
| **Please provide a short introduction to your organisation (150 words max.)** |  |
| **Please indicate if you are interested in being:** | * **A Partner**
* **A lead provider**
* **A member of a consortium**
* **Do not know yet**
* **N/A**
* **Other ( please specify)**
 |
| **Please indicate if you are interested in partnering with other providers for this service** | * **Yes**
* **No**
* **Do not know yet**
* **N/A**
 |
| **If yes, please provide a short description of what specific areas you are looking for partnerships** |  |

**Please submit answers to the below questions relating to the PIN Notice**

|  |  |
| --- | --- |
| **Question 1 – What are your current unit costs for:**1. Adult vitamin D tablets 25ml,
2. Women’s vitamins tablets
	* Vitamin D 10ug
	* Vitamin C 70ug
	* Folic acid 400ug
3. Children’s vitamins liquid drops
	* Vitamin A 233ug
	* Vitamin C 20ug
	* Vitamin D 10ug
 |  |
| **Question 2 – What are your product specifications and costs for the above products:*** Vegan and non-vegan
* What is the longest expiry date on products?
* Packaging type and box sizes
* Cost of packaging
* Will there be a delivery cost?
 |  |
| **Question 3 – What is the ordering procedure to purchase stock?** |  |
| **Question 4 – If we want to purchase stock regularly, what would be the most cost-effective option?*** 3 month
* 6 month
* 9 month
* 12 month
 |  |
| **Question 4 – Can you provide your product in compact recyclable bottles?** |  |
| **Question 5 – How do you certify your products are vegan?** |  |
| **Question 6 –** **Are there additional costs if we were to use our own branding?**We will provide our own designs |  |



**Please submit any questions you may have following the publication of the Prior Information Notice. These will be answered and returned to you. All questions and answers will also be shared as part of the tender pack upon publication.**

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| **Question 1** |  |
| **Question 2** |  |
| **Question 3** |  |
| **Question 4** |  |