



Calne Town Council

Invitation to Tender for the replacement of existing play provision by development of a new 'destination' play area with a ninja play theme at The Recreation Ground, Calne

Council's Reference No: CTC/RGP001

OPEN TENDER

Deadline for Tenders to be received: 12:00 noon on Friday 4th April 2025

Company Name	
Main Contact Name / Number	
Company Registration Number	

SECTION B: TENDER SCHEDULES
TO BE COMPLETED AND RETURNED BY BIDDERS

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ANNEX B1

ELIGIBILITY QUESTIONS AND RESPONSES

Notes for completion

1. "Council" means the public sector contracting Council, or anyone acting on behalf of the contracting Council, that is seeking to invite suitable suppliers to participate in this procurement process.
2. "You"/ "Your" or "Supplier" means the body completing these questions **i.e. the legal entity seeking to be invited to the next stage of the procurement process and responsible for the information provided.** The 'Supplier' is intended to cover any economic operator as defined by the Public Contract Regulations 2015 and could be a registered company; charitable organisation; Voluntary Community and Social Enterprise (VCSE); Special Purpose Vehicle; or other form of entity.
3. The Eligibility Questions in this Annex B1 have been designed to assess the suitability of a Supplier to deliver the Council's contract requirement(s). If you pass all Eligibility Questions, the Council will mark Annex B3 (Tender Response Document).
4. Please ensure that all questions are completed in full, and in the format requested. Failure to do so may result in your submission being disqualified. If the question does not apply to you, please state clearly 'N/A'.
5. Should you need to provide additional Appendices in response to the questions, these should be numbered clearly and listed as part of your declaration. A template for providing additional information is provided at Annex B1(a) – Template for Appendices.
6. Please return a completed version of this document to the Council in accordance with the Instructions to Bidders in Section A of this ITT.

Verification of Information Provided

7. Whilst reserving the right to request information at any time throughout the procurement process, the Council may enable the Supplier to self-certify that there are no mandatory/ discretionary grounds for excluding their organisation. When requesting evidence that the Supplier can meet the specified requirements, the Council may only obtain such evidence after the final tender evaluation decision i.e. from the winning Supplier only.

Sub-contracting arrangements

8. Where the Supplier proposes to use one or more sub-contractors to deliver some or all of the contract requirements, a separate Appendix should be used to provide details of the proposed bidding model that includes members of the supply chain, the percentage of work being delivered by each sub-contractor and the key contract deliverables each sub-contractor will be responsible for.
9. The Council recognises that arrangements in relation to sub-contracting may be subject to future change, and may not be finalised until a later date. However, suppliers should be aware that where information provided to the Council indicates that sub-contractors are to play a significant role in delivering key contract requirements, any changes to those sub-contracting arrangements may affect the ability of the Supplier to proceed with the procurement process or to provide the supplies and/or services required. Suppliers should therefore notify the Council immediately of any change in the proposed sub-contractor arrangements. The Council reserves the right to deselect the Supplier prior to any award of contract, based on an assessment of the updated information.

Consortia arrangements

10. If the Supplier completing this Annex B1 is doing so as part of a proposed consortium, the following information must be provided;
- Names of all consortium members;
 - The lead member of the consortium who will be contractually responsible for delivery of the contract (if a separate legal entity is not being created); and
 - If the consortium is not proposing to form a legal entity, full details of proposed arrangements within a separate Appendix.
11. Please note that the Council may require the consortium to assume a specific legal form if awarded the contract, to the extent that a specific legal form is deemed by the Council as being necessary for the satisfactory performance of the contract.
12. All members of the consortium will be required to provide the information required in all sections of this Annex B1 as part of a single composite response to the Council i.e. each member of the consortium is required to complete the form.
13. Where you are proposing to create a separate legal entity, such as a Special Purpose Vehicle (SPV), you should provide details of the actual or proposed percentage shareholding of the constituent members within the new legal entity in a separate Appendix.
14. The Council recognises that arrangements in relation to a consortium bid may be subject to future change. Suppliers should therefore respond on the basis of the arrangements as currently envisaged. Suppliers are reminded that the Council must be immediately notified of any changes, or proposed changes, in relation to the bidding model so that a further assessment can be carried out by applying the selection criteria to the new information provided. The Council reserves the right to deselect the Supplier prior to any award of contract, based on an assessment of the updated information.

Confidentiality

15. When providing details of contracts in answering section 6 of this Annex B1 (Technical and Professional Ability), the Supplier agrees to waive any contractual or other confidentiality rights and obligations associated with these contracts.
16. The Council reserves the right to contact the named customer contact in section 6 regarding the contracts included in section 6. The named customer contact does not owe the Council any duty of care or have any legal liability, except for any deceitful or maliciously false statements of fact.
17. The Council confirms that it will keep confidential and will not disclose to any third parties any information obtained from a named customer contact, other than to the Cabinet Office and/or contracting authorities defined by the Public Contract Regulations 2015.

1 - Supplier information

Part 1 – Potential supplier information

Please answer the following questions in full. Note that every organisation must complete and submit the Part 1 and Part 2 self-declaration.

Section 1	Potential Supplier Information - <i>FOR INFORMATION ONLY</i>	
Question no.	Question	Response
1.1 (a)	Full name of the potential supplier submitting the information	
1.1 (b) – (i)	Registered office address (if applicable)	
1.1 (b) – (ii)	Registered website address (if applicable)	
1.1 (c)	Trading Status: a) public limited company b) limited company c) limited liability partnership d) other partnership e) sole trader f) third sector g) other (please specify your trading status)	
1.1 (d)	Date of registration in country of origin	
1.1 (e)	Company registration number (if applicable)	
1.1 (f)	Charity registration number (if applicable)	
1.1 (g)	Head office DUNS number (if applicable)	
1.1 (h)	Registered VAT number	
1.1 (i) - (i)	If applicable, is your organisation registered with the appropriate professional or trade register(s) in the member state where it is established?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
1.1 (i) - (ii)	If you responded yes to 1.1(i) - (i), please provide the relevant details, including the registration number(s).	
1.1 (j) - (i)	Is it a legal requirement in the state where you are established for you to possess a particular authorisation, or be a member of a particular organisation in order to provide the services specified in this procurement?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
1.1 (j) - (ii)	If you responded yes to 1.1(j) - (i), please provide additional details of what is required and confirmation that you have complied with this.	

1.1 (k)	Trading name(s) that will be used if successful in this procurement	
1.1 (l)	Relevant classifications (state whether you fall within one of these, and if so which one) a) Voluntary Community Social Enterprise (VCSE) b) Sheltered Workshop c) Public service mutual	
1.1 (m)	Are you a Small, Medium or Micro Enterprise (SME)?	<input type="checkbox"/> Yes <input type="checkbox"/> No
1.1 (n)	Details of Persons of Significant Control (PSC), where appropriate: <ul style="list-style-type: none"> • Name; • Date of birth; • Nationality; • Country, state or part of the UK where the PSC usually lives; • Service address; • The date he or she became a PSC in relation to the company (for existing companies 6 April 2016 should be used); • Which conditions for being a PSC are met; • Over 25% up to (and including) 50%, • More than 50% and less than 75%, • 75% or more. (Please enter N/A if not applicable)	
1.1 (o)	Details of immediate parent company: <ul style="list-style-type: none"> • Full name of the immediate parent company • Registered office address (if applicable) • Registration number (if applicable) • Head office DUNS number (if applicable) • Head office VAT number (if applicable) (Please enter N/A if not applicable)	
1.1 (p)	Details of ultimate parent company: <ul style="list-style-type: none"> • Full name of the ultimate parent company • Registered office address (if applicable) • Registration number (if applicable) • Head office DUNS number (if applicable) • Head office VAT number (if applicable) (Please enter N/A if not applicable)	
Please note: A criminal record check for relevant convictions may be undertaken for the preferred suppliers and the persons of significant in control of them.		

Please provide the following information about your approach to this procurement:

Section 1	Bidding model - <i>FOR INFORMATION ONLY</i>				
Question no.	Question	Response			
1.2 (a) - (i)	Are you bidding as the lead contact for a group of economic operators?	<input type="checkbox"/> Yes <input type="checkbox"/> No If yes, please provide details listed in questions 1.2(a) (ii), (a) (iii) and to 1.2(b) (i), (b) (ii), 1.3, Section 2 and 3. If no, and you are a supporting bidder please provide the name of your group at 1.2(a) (ii) for reference purposes, and complete 1.3, Section 2 and 3.			
1.2 (a) - (ii)	Name of group of economic operators (if applicable)				
1.2 (a) - (iii)	Proposed legal structure if the group of economic operators intends to form a named single legal entity prior to signing a contract, if awarded. If you do not propose to form a single legal entity, please explain the legal structure.				
1.2 (b) - (i)	Are you or, if applicable, the group of economic operators proposing to use sub-contractors?	<input type="checkbox"/> Yes <input type="checkbox"/> No			
1.2 (b) - (ii)	If you responded yes to 1.2(b)-(i) please provide additional details for each sub-contractor in the following table: we may ask them to complete this form as well.				
		Name			
		Registered address			
		Trading status			
		Company registration number			
		Head Office DUNS number (if applicable)			
		Registered VAT number			
		Type of organisation			
		SME (Yes/No)			
		The role each sub-contractor will			

	take in providing the works and /or supplies e.g. key deliverables					
	The approximate % of contractual obligations assigned to each sub-contractor					

Contact details and declaration

I declare that to the best of my knowledge the answers submitted and information contained in this document are correct and accurate.

I declare that, upon request and without delay I will provide the certificates or documentary evidence referred to in this document.

I understand that the information will be used in the selection process to assess my organisation's suitability to be invited to participate further in this procurement.

I understand that the Council may reject this submission in its entirety if there is a failure to answer all the relevant questions fully, or if false/misleading information or content is provided in any section.

I am aware of the consequences of serious misrepresentation.

Section 1	Contact details and declaration	
Question no.	Question	Response
1.3 (a)	Contact name	
1.3 (b)	Name of organisation	
1.3 (c)	Role in organisation	
1.3 (d)	Phone number	
1.3 (e)	E-mail address	
1.3 (f)	Postal address	
1.3 (g)	Signature (electronic is acceptable)	
1.3 (h)	Date	

Part 2: Exclusion Grounds

Please answer the following questions in full. Note: every organisation that is being relied on to meet the selection must complete and submit the Part 1 and Part 2 self-declaration.

Section 2	Grounds for mandatory exclusion - <i>PASS/FAIL</i>	
Question no.	Question	Response
2.1(a)	<p>Regulations 57(1) and (2)</p> <p>The detailed grounds for mandatory exclusion of an organisation are set out on this webpage, which should be referred to before completing these questions.</p> <p>Please indicate if, within the past five years you, your organisation or any other person who has powers of representation, decision or control in the organisation have been convicted anywhere in the world of any of the offences within the summary below and listed on the webpage.</p>	
	Participation in a criminal organisation.	<input type="checkbox"/> Yes <input type="checkbox"/> No If Yes please provide details at 2.1(b)
	Corruption.	<input type="checkbox"/> Yes <input type="checkbox"/> No If Yes please provide details at 2.1(b)
	Fraud.	<input type="checkbox"/> Yes <input type="checkbox"/> No If Yes please provide details at 2.1(b)
	Terrorist offences or offences linked to terrorist activities	<input type="checkbox"/> Yes <input type="checkbox"/> No If Yes please provide details at 2.1(b)
	Money laundering or terrorist financing	<input type="checkbox"/> Yes <input type="checkbox"/> No If Yes please provide details at 2.1(b)
	Child labour and other forms of trafficking in human beings	<input type="checkbox"/> Yes <input type="checkbox"/> No If Yes please provide details at 2.1(b)
2.1(b)	<p>If you have answered yes to question 2.1(a), please provide further details.</p> <p>Date of conviction, specify which of the grounds listed the conviction was for, and the reasons for conviction, Identity of who has been convicted</p> <p>If the relevant documentation is available electronically, please provide the web address, issuing Council, precise reference of the documents.</p>	
2.2	If you have answered Yes to any of the points above have measures been taken to demonstrate the reliability of the organisation despite the existence of a relevant ground for exclusion? (Self Cleaning)	<input type="checkbox"/> Yes <input type="checkbox"/> No

2.3(a)	Regulation 57(3) Has it been established, for your organisation by a judicial or administrative decision having final and binding effect in accordance with the legal provisions of any part of the United Kingdom or the legal provisions of the country in which the organisation is established (if outside the UK), that the organisation is in breach of obligations related to the payment of tax or social security contributions?	<input type="checkbox"/> Yes <input type="checkbox"/> No
2.3(b)	If you have answered yes to question 2.3(a), please provide further details. Please also confirm you have paid, or have entered into a binding arrangement with a view to paying, the outstanding sum including where applicable any accrued interest and/or fines.	

Please Note: The Council reserves the right to use its discretion to exclude a potential supplier where it can demonstrate by any appropriate means that the potential supplier is in breach of its obligations relating to the non-payment of taxes or social security contributions

Section 3	Grounds for discretionary exclusion - <i>PASS/FAIL</i>	
Question no.	Question	Response
3.1	Regulation 57 (8) The detailed grounds for discretionary exclusion of an organisation are set out on this webpage , which should be referred to before completing these questions. Please indicate if, within the past three years, anywhere in the world any of the following situations have applied to you, your organisation or any other person who has powers of representation, decision or control in the organisation.	
3.1(a)	Breach of environmental obligations?	<input type="checkbox"/> Yes <input type="checkbox"/> No If Yes please provide details at 3.2
3.1 (b)	Breach of social obligations?	<input type="checkbox"/> Yes <input type="checkbox"/> No If Yes please provide details at 3.2
3.1 (c)	Breach of labour law obligations?	<input type="checkbox"/> Yes <input type="checkbox"/> No If Yes please provide details at 3.2
3.1(d)	Bankrupt or is the subject of insolvency or winding-up proceedings, where the organisation's assets are being administered by a liquidator or by the court, where it is in an arrangement with creditors, where its business activities are suspended or it is in any analogous situation arising from a similar procedure under the laws and regulations of any State?	<input type="checkbox"/> Yes <input type="checkbox"/> No If Yes please provide details at 3.2
3.1(e)	Guilty of grave professional misconduct?	<input type="checkbox"/> Yes <input type="checkbox"/> No If Yes please provide details at 3.2
3.1(f)	Entered into agreements with other economic operators aimed at distorting competition?	<input type="checkbox"/> Yes <input type="checkbox"/> No

		If Yes please provide details at 3.2
3.1(g)	Aware of any conflict of interest within the meaning of regulation 24 due to the participation in the procurement procedure?	<input type="checkbox"/> Yes <input type="checkbox"/> No If Yes please provide details at 3.2
3.1(h)	Been involved in the preparation of the procurement procedure?	<input type="checkbox"/> Yes <input type="checkbox"/> No If Yes please provide details at 3.2
3.1(i)	Shown significant or persistent deficiencies in the performance of a substantive requirement under a prior public contract, a prior contract with a contracting entity, or a prior concession contract, which led to early termination of that prior contract, damages or other comparable sanctions?	<input type="checkbox"/> Yes <input type="checkbox"/> No If Yes please provide details at 3.2
3.1(j)	Please answer the following statements	
3.1(j) - (i)	The organisation is guilty of serious misrepresentation in supplying the information required for the verification of the absence of grounds for exclusion or the fulfilment of the selection criteria.	<input type="checkbox"/> Yes <input type="checkbox"/> No If Yes please provide details at 3.2
3.1(j) - (ii)	The organisation has withheld such information.	<input type="checkbox"/> Yes <input type="checkbox"/> No If Yes please provide details at 3.2
3.1(j) –(iii)	The organisation is not able to submit supporting documents required under regulation 59 of the Public Contracts Regulations 2015.	<input type="checkbox"/> Yes <input type="checkbox"/> No If Yes please provide details at 3.2
3.1(j)-(iv)	The organisation has influenced the decision-making process of the Council to obtain confidential information that may confer upon the organisation undue advantages in the procurement procedure, or to have negligently provided misleading information that may have a material influence on decisions concerning exclusion, selection or award.	<input type="checkbox"/> Yes <input type="checkbox"/> No If Yes please provide details at 3.2
3.2	If you have answered Yes to any of the above, explain what measures have been taken to demonstrate the reliability of the organisation despite the existence of a relevant ground for exclusion? (Self Cleaning)	

Part 3: Selection Questions

Section 4	Economic and Financial Standing - <i>PASS/FAIL</i>	
Question no.	Question	Response
4.1	<p>Please confirm which of the following, as applicable to your organisation, you would be able to provide if requested?</p> <p>(a) Organisations Trading for 3 Years Or More Full copies of the two or three most recent sets of audited accounts that cover the last three years of trading, including:</p> <ul style="list-style-type: none"> • A balance sheet • A detailed profit and loss or income & expenditure account • All other reports and notes to the accounts. <p>(b) Organisations Trading for Between 2 and 3 Years A full copies of the two most recent sets of audited accounts, including:</p> <ul style="list-style-type: none"> • A balance sheet • A detailed profit and loss or income & expenditure account • All other reports and notes to the accounts. <p>(c) Organisations Trading for Between 1 and 2 Years A full copy of the audited accounts for the first year of trading including:</p> <ul style="list-style-type: none"> • A balance sheet • Detailed profit and loss or income & expenditure account • All other reports and notes to the accounts. • A current balance sheet (no less than 3 months old) • A detailed profit & loss projection or income & expenditure projection for the current year, to include actuals to date, together with any relevant documentation to support the projection. <p>(d) Organisations Trading for Less Than 1 Year</p> <ul style="list-style-type: none"> • A current balance sheet (no more than 3 months old) • A detailed profit & loss projection or income & expenditure projection for the current year, to include actuals to date, together with any relevant documentation to support the projection. <p>(e) Organisations who cannot supply option (a) – (d)</p> <ul style="list-style-type: none"> • Provide details of alternative means of demonstrating financial status if any of the above are not available (e.g. forecast of turnover for the current year and a statement of funding provided by the owners and/or the bank etc.). Please also clarify why options (a) – (d) are not applicable. <p>Please note: On request the preferred bidder / shortlisted bidders will be required to provide, the documents/information detailed above (as applicable to their organisation).</p>	<p>(a) <input type="checkbox"/></p> <p>(b) <input type="checkbox"/></p> <p>(c) <input type="checkbox"/></p> <p>(d) <input type="checkbox"/></p> <p>(e) <input type="checkbox"/></p> <p>Provide details</p>

Section 5	Economic and Financial Standing (Parent Companies and Guarantees) <i>FOR INFORMATION ONLY</i>	
If you have indicated in the Selection Questionnaire question 1.2 that you are part of a wider group, please provide further details below:		
Name of organisation		
Relationship to the Supplier completing these questions		
Question no.	Question	Response
5.1	Are you able to provide parent company accounts if requested to at a later stage?	<input type="checkbox"/> Yes <input type="checkbox"/> No
5.2	If yes, would the parent company be willing to provide a guarantee if necessary?	<input type="checkbox"/> Yes <input type="checkbox"/> No
5.3	If no, would you be able to obtain a guarantee elsewhere (e.g. from a bank)?	<input type="checkbox"/> Yes <input type="checkbox"/> No

Section 6	Technical and Professional Ability <i>PASS/FAIL</i>
6.1	<p>Relevant experience and contract examples</p> <p>Please provide details of up to three contracts, in any combination from either the public or private sector; voluntary, charity or social enterprise (VCSE) that are relevant to our requirement. VCSEs may include samples of grant-funded work. Contracts for supplies or services should have been performed during the past three years. Works contracts may be from the past five years.</p> <p>The named contact provided should be able to provide written evidence to confirm the accuracy of the information provided below.</p> <p>Consortia bids should provide relevant examples of where the consortium has delivered similar requirements. If this is not possible (e.g. the consortium is newly formed or a Special Purpose Vehicle is to be created for this contract) then three separate examples should be provided between the principal member(s) of the proposed consortium or Special Purpose Vehicle (three examples are not required from each member).</p> <p>Where the Supplier is a Special Purpose Vehicle, or a managing agent not intending to be the main provider of the supplies or services, the information requested should be provided in respect of the main intended provider(s) or sub-contractor(s) who will deliver the contract.</p> <p>If you cannot provide examples see question 6.3</p>
Contract 1	
Name of customer organisation	
Point of contact in the organisation	
Position in the organisation	
E-mail address	
Description of contract	

Contract start date	
Contract completion date	
Estimated contract value	
Contract 2	
Name of customer organisation	
Point of contact in the organisation	
Position in the organisation	
E-mail address	
Description of contract	
Contract start date	
Contract completion date	
Estimated contract value	
Contract 3	
Name of customer organisation	
Point of contact in the organisation	
Position in the organisation	
E-mail address	
Description of contract	
Contract start date	
Contract completion date	
Estimated contract value	
6.2	<p>Where you intend to sub-contract a proportion of the contract, please demonstrate how you have previously maintained healthy supply chains with your sub-contractor(s)</p> <p>Evidence should include, but is not limited to, details of your supply chain management tracking systems to ensure performance of the contract and including prompt payment or membership of the UK Prompt Payment Code (or equivalent schemes in other countries)</p>
6.3	<p>If you cannot provide at least one example for question 6.1, in no more than 500 words please provide an explanation for this e.g. your organisation is a new start-up or you have provided services in the past but not under a contract.</p>

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Section 7	Modern Slavery Act 2015: Requirements under Modern Slavery Act 2015	
Question no.	Question	Response
7.1	Are you a relevant commercial organisation as defined by section 54 ("Transparency in supply chains etc.") of the Modern Slavery Act 2015 ("the Act")?	<input type="checkbox"/> Yes <input type="checkbox"/> N/A Yes – See 7.2 N/A - PASS
7.2	If you have answered yes to question 7.1 are you compliant with the annual reporting requirements contained within Section 54 of the Act 2015?	<input type="checkbox"/> Yes Please provide relevant the url <input type="checkbox"/> No Please provide an explanation PASS/FAIL

Section 8: Additional Questions

Suppliers who self-certify that they meet the requirements to the additional questions will be required to provide evidence of this if they are successful at contract award stage.

8.1	Insurance <i>PASS/FAIL</i>	
Question no.	Question	Response
a.	<p>Please self-certify whether you already have, or can commit to obtain, prior to the commencement of the contract, the levels of insurance cover indicated below:</p> <p>Employer's (Compulsory) Liability Insurance = £5 million Public Liability Insurance = £10 million</p> <p>Please note the insurance cover values shall not be less than the amounts detailed above for each and every claim.</p> <p>* It is a legal requirement that all companies hold Employer's (Compulsory) Liability Insurance of £5 million as a minimum. Please note this requirement is not applicable to Sole Traders.</p>	<input type="checkbox"/> Yes <input type="checkbox"/> No

8.2	Quality Management - <i>FOR INFORMATION ONLY</i>	
Question no.	Question	Response
a.	<p>Does your organisation have a recognised quality management certification e.g. BS/EN/ISO 9001 or equivalent?</p> <p>If yes, please provide details:</p>	<input type="checkbox"/> Yes <input type="checkbox"/> No
b.	<p>Does your organisation have a written Quality policy?</p> <p>If yes, please:</p> <p>a) Confirm that a copy of your organisation's Quality policy will be provided on request.</p> <p>b) Provide details of how your organisation communicates its quality policy to:</p> <ul style="list-style-type: none"> Those concerned with recruitment, training and promotion Employees, recognised trade unions or other representative groups of employees Prospective employees <p>(Maximum 250 words)</p> <p>If no, please provide details of the quality management processes and procedures your organisation uses to ensure that it is managed properly and that legal requirements are met</p>	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Confirmed

	(or explain why such processes and procedures are not in place): (Maximum 250 words)	
c.	Please provide details of how your organisation manages, monitors and ensures compliance with: <ul style="list-style-type: none"> • Health and Safety Requirements. • Control of workmanship, materials and maintenance of equipment. • Individual site requirements including security, access, waste removal, standards of hygiene, courtesy and consideration. (Maximum 250 words)	
d.	Do you have an Officer or Third Party responsible for your organisation's quality? If yes, please provide details including name, qualifications & experience relevant to Quality: (Maximum 250 words)	<input type="checkbox"/> Yes <input type="checkbox"/> No

8.3	Construction Industry Scheme (CIS) - <i>FOR INFORMATION ONLY</i>	
Question no.	Question	Response
a.	Is your organisation registered with the HM Revenue & Customs Construction Industry Scheme (CIS):	<input type="checkbox"/> Yes <input type="checkbox"/> No
b.	Please confirm that a copy of your (CIS) Registration Card or Sub-contractors tax certificate will be provided on request.	<input type="checkbox"/> Yes <input type="checkbox"/> No

8.4	Safeguarding and Security - <i>FOR INFORMATION ONLY</i>	
Question no.	Question	Response
a.	Please confirm that you either have a Safeguarding of Vulnerable Adults policy that has been reviewed in the last year or are willing to put one in place by the commencement of the contract?	<input type="checkbox"/> Yes <input type="checkbox"/> No
b.	Please confirm that you either have a Child Protection policy that has been reviewed in the last year and complies with the Safeguarding Children Board's policy and procedure or are willing to put one in place by the commencement of the contract?	<input type="checkbox"/> Yes <input type="checkbox"/> No
c.	Please confirm that you either have a Lone Working policy that has been reviewed in the last year or are willing to put one in place by the commencement of the contract?	<input type="checkbox"/> Yes <input type="checkbox"/> No
d.	Please confirm that you either have a Staff Code of Conduct that covers such areas as professional boundaries and the acceptance of gifts or are willing to put one in place by the commencement of the contract?	<input type="checkbox"/> Yes <input type="checkbox"/> No
e.	Please confirm that you either have a Whistleblowing policy that has been reviewed in line with current law or are willing to put one in place by the commencement of the contract?	<input type="checkbox"/> Yes <input type="checkbox"/> No

f.	Please confirm that you either have a Complaints/Comments policy for service users that has been reviewed in the last year or are willing to put one in place by the commencement of the contract?	<input type="checkbox"/> Yes <input type="checkbox"/> No
g.	If you have not confirmed all of the requirements above, please provide details of your safeguarding and security arrangements below:	

8.5	Business Continuity / Disaster Recovery - <i>FOR INFORMATION ONLY</i>	
Question no.	Question	Response
a.	Does your organisation have a written Business Continuity / Disaster Recovery policy?	<input type="checkbox"/> Yes <input type="checkbox"/> No
	<p>If yes, please:</p> <p>a) Confirm that a copy of your organisation's Business Continuity / Disaster Recovery policy and evidence of its implementation and any non-compliance procedures will be provided on request.</p> <p>If no, please provide details of the Business Continuity / Disaster Recovery provisions, processes and procedures your organisation would use to identify and mitigate adverse conditions, both internal and external, to ensure the continuation of operations (or explain why such processes and procedures are not in place):</p> <p>(Maximum 500 words)</p>	<input type="checkbox"/> Yes <input type="checkbox"/> No

8.6	General Data Protection Regulations – <i>PASS/FAIL</i>	
Question no.	Question	Response
a.	<p>The General Data Protection Regulations which strengthen and unify data protection for individuals came into force on 25 May 2018.</p> <p>Please confirm that you are compliant with the obligations that apply to your organisation.</p>	<input type="checkbox"/> Yes <input type="checkbox"/> No

8.7	Compliance with equality legislation - <i>PASS/FAIL</i>	
Question no.	Question	Response
a.	Does your organisation comply with the requirements of the Equality Act 2010 (or equivalent legislation in the country in which you are located)?	<input type="checkbox"/> Yes <input type="checkbox"/> No
b.	<p>In the last three years</p> <ul style="list-style-type: none"> Have any finding of unlawful discrimination, victimisation, harassment or failure to make reasonable adjustments, been made against your organisation by any court or employment tribunal (or in comparable proceedings in any other jurisdiction)? Has your organisation been the subject of a formal investigation by the Equality and Human Rights Commission? 	<input type="checkbox"/> Yes <input type="checkbox"/> No

	If yes , please provide details including what steps your organisation took in consequence of this	
c.	If you use sub-contractors, do you have processes in place to check whether any of the above circumstances apply to these other organisations?	<input type="checkbox"/> Yes <input type="checkbox"/> No

8.8	Environmental Management - <i>PASS/FAIL</i>	
Question no.	Question	Response
a.	Does your organisation comply with the environmental legislation and/or regulations that apply to your organisation and its activities?	<input type="checkbox"/> Yes <input type="checkbox"/> No
b.	Has your organisation been convicted of breaching environmental legislation, or had any notice served upon it, in the last three years by any environmental regulator or Council (including local Council)? If yes , please provide details including any remedial action or changes you have made as a result of conviction or notices served.	<input type="checkbox"/> Yes <input type="checkbox"/> No
c.	If you use sub-contractors, do you have processes in place to check whether any of the above circumstances apply to these other organisations?	<input type="checkbox"/> Yes <input type="checkbox"/> No

8.9	Health and Safety - <i>PASS/FAIL</i>	
Question no.	Question	Response
a.	Does your organisation comply with the requirements of the Health and Safety legislation that apply to your organisation and its activities?	<input type="checkbox"/> Yes <input type="checkbox"/> No
b.	Has your organisation or any of its Directors or Executive Officers been in receipt of enforcement/remedial orders in relation to the Health and Safety Executive (or equivalent body) in the last 3 years? If yes , please provide details of any enforcement/remedial orders served and give details of any remedial action or changes to procedures you have made as a result.	<input type="checkbox"/> Yes <input type="checkbox"/> No
c.	If you use sub-contractors, do you have processes in place to check whether any of the above circumstances apply to these other organisations?	<input type="checkbox"/> Yes <input type="checkbox"/> No

8.10	Credit Rating - <i>PASS/FAIL</i>	
Question no.	Question	Response
a.	A credit check will be carried out on the successful supplier prior to award. Please confirm that you accept this and understand that an unsuccessful credit check may result in the disqualification of your tender and the contract being awarded to another supplier.	<input type="checkbox"/> Yes <input type="checkbox"/> No
	If Yes , please confirm that evidence will be provided upon request.	<input type="checkbox"/> Yes <input type="checkbox"/> N/A

Should you need to provide additional Appendices in response to the questions in Section 2-8, these should be numbered clearly and listed as part of your declaration. A template for providing additional information is provided below.

Annex B1(a) – Template for Appendices

Appendix Number -
Annex B1 section -
Question number -

ANNEX B2

SPECIFICATION

This Specification forms part of the Specification and Tender Response Document. It will form part of the Contract between the Council and the Supplier.

This brief has been prepared by Calne Town Council (CTC) to invite bids from suitably qualified and experienced Play Equipment Suppliers to provide quotes, designs and proposals for the replacement of existing play provision by development of a new 'destination' play area with a ninja play theme at The Recreation Ground, Calne.

Location

Calne Recreation Ground, Anchor Road, Calne, SN11 8DX

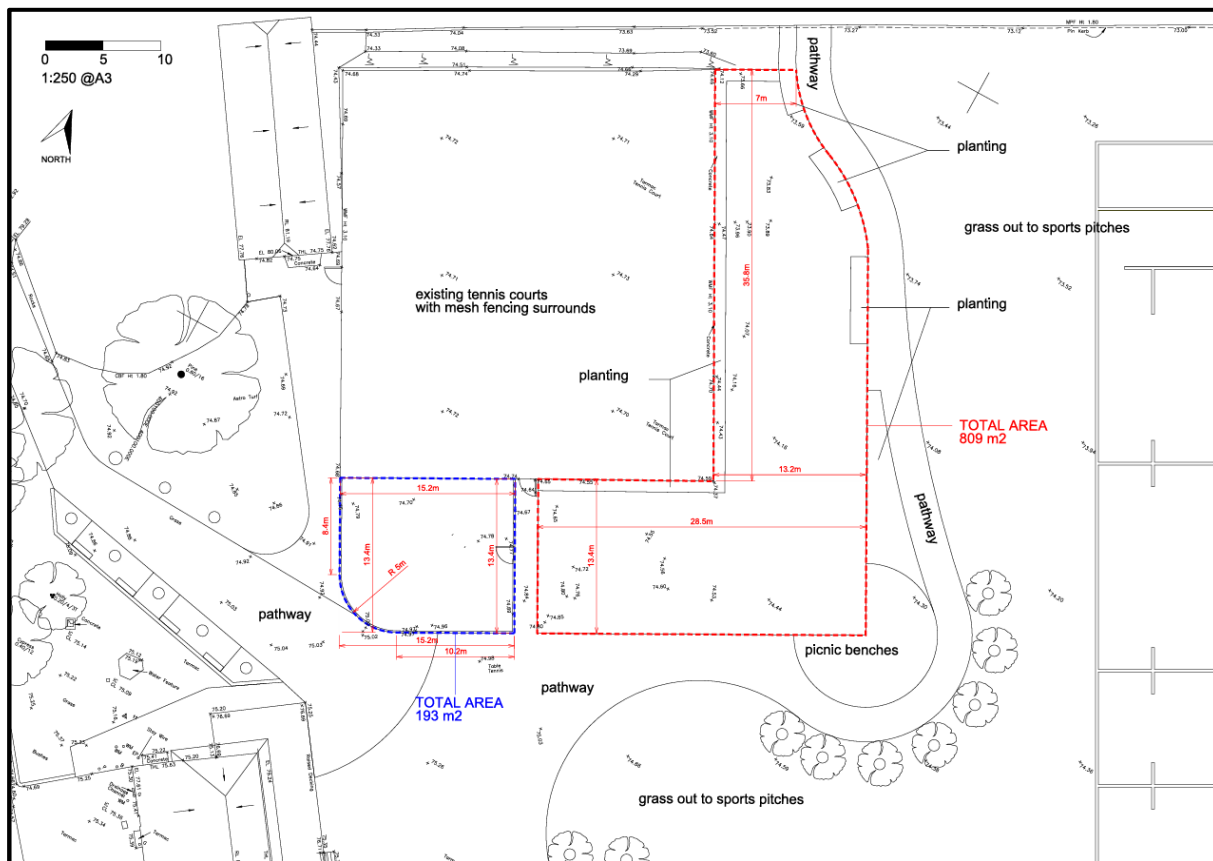


Aerial Image of existing play area (NB Some play equipment is obscured by tree canopy)

Project Outline

The Recreation Ground, Calne, was gifted to the Town by members of the Harris family in 1891 and has been used ever since as a large green open space for sport and recreation. The site falls within the ownership of Calne Town Council (CTC) who manage it in respect of its original purpose as a pleasure ground. The current Recreation Ground includes a children's play area, a Multi-Use Games Area (MUGA), and is home to the local rugby club.

Image 2: Proposed area for play provision marked in blue (Toddler) and red (Junior – Teen) (minor zonal adjustments will be accepted)



It is recommended that a site visit is undertaken to understand the site/desire for the site. The onsite contact is Robert Mercer please email rmercerc@calne.gov.uk to arrange a visit.

Upon completion a post completion RoSPA (or another independent RPI certified company) inspection will be required. This is to be organised and funded by the winning supplier and forms part of the tender requirements.

Funding

Calne Town Council have secured **£350,000.00** funding for this project.

Tender Criteria

1. The Council would like the Supplier to provide a quotation, design and proposals for the replacement of existing play provision by development of a new 'destination' play area including a toddler area and an area adjacent to this for older children/young adults – this area will have a ninja play theme at The Recreation Ground, Calne.
2. The price is to include all hard and soft landscaping including appropriate safety surfacing, footpaths and fencing etc.
3. The existing play features will be removed and where possible refurbished and subsequently installed into an existing council play area as agreed.

4. Please ensure that quotes, proposals and designs follow the British and European Standard for playground equipment and surfacing which is BS EN 1176.
5. An independent post installation inspection from RoSPA or a RPII certified company will be required.
6. A design plan of the proposed layout of equipment on site must be provided for consideration and consultation purposes.
7. Estimated timescales for installation from start to completion must be provided.
8. Suppliers must comply with (where applicable) CEN/TR 16879:2016 - Siting of Playground and other recreational facilities (Advice on methods for positioning and separation)

Tender Evaluation

The criteria for awarding the successful tender will be as follows:

	CRITERIA	WEIGHTING	OVERALL WEIGHTING
Quality	Environmental	20%	95%
	Play value/number and range of different activities	40%	
	Product quality/Repairability	20%	
	Meeting the brief	15%	
Price	Total Price	5%	5%
		Total maximum score	100%

- Environmental 20%**

Please consider as a minimum:

- SUSTAINABLE PROCUREMENT: FSCE certified wood (or equivalent sustainability measures for other materials), long-lasting materials (see also warranty requirements in 'Quality' section)
- ETHICAL PROCUREMENT: including working conditions of material/equipment production staff, carbon footprint of play equipment (shorter travel distance/local supply is preferred), non-polluting materials and processes
- IMPACT ON THE LOCAL ENVIRONMENT: human/animal safe materials/paints used, potential for rust, paint flakes, other pollutants

- Play value 40%**

Please provide CAD drawings/designs of your proposal and full details of the play value of the piece. Please consider;

- Number and range of different activities included
- Maximum number of users at a time
- Age range of users
- Any accessibility features included for children who are differently abled e.g. access for wheelchair users, sensory play

- Product quality 20%**

Please provide details of the following as a minimum, plus anything further you can add that will enable us to establish the quality of your design and proposal:

- Expected longevity of the equipment/materials. Please note: **We expect a minimum warranty of 15 years to obtain a score of 3 - Acceptable**

- Ease of repair/maintenance, plus any training/support/manuals that can be provided to CTC staff to aid future maintenance and longevity of the equipment
- Any quality testing that has (or will be) carried out on your proposed equipment

• **Meeting the brief** **15%**

Please detail in your response (as a minimum):

- The form/theme of the play feature, e.g. ninja themed
- How your proposal is **iconic, bespoke and worthy of a destination play area.**
- The interactive capabilities of the items
- Details of one or more slides that will form part of the play feature
- Details of the 4m+ Multiplay feature

• **Price** **5%**

Please provide the **total price** for delivering this project, including but not limited to:

- The design and supply of the play equipment
- Transportation to site
- Installation and testing of your play feature
- Minimum 15 year warranty included

PLEASE NOTE: There is a guide price of **£350,000.00** for this project.

The quality questions for this tender will be scored in accordance with the table below:

Assessment	Score	Interpretation
Excellent	5	Exceeds the requirement. Exceptional demonstration by the Bidder of the relevant ability, understanding, skills, and resource & quality measures required to provide the supplies / services. Response identifies factors that will offer potential added value, with evidence to support the response.
Good	4	Satisfies the requirement with minor additional benefits. Above average demonstration by the Bidder of the relevant ability, understanding, skills, resource & quality measures required to provide the supplies / services. Response identifies factors that will offer potential added value, with evidence to support the response.
Acceptable	3	Satisfies the requirement. Demonstration by the Bidder of the relevant ability, understanding, skills, and resource & quality measures required to provide the supplies / services, with evidence to support the response.
Minor Reservations	2	Satisfies the requirement with minor reservations. Some minor reservations of the Bidder's relevant ability, understanding, skills, and resource & quality measures required to provide the supplies / services, with little or no evidence to support the response.
Serious Reservations	1	Satisfies the requirement with major reservations. Considerable reservations of the Bidder's relevant ability, understanding, skills, and resource & quality measures

		required to provide the supplies / services, with little or no evidence to support the response.
Unacceptable	0	Does not meet the requirement. Does not comply and/or insufficient information provided to demonstrate that the Bidder has the ability, understanding, skills, resource & quality measures required to provide the supplies / services, with little or no evidence to support the response.

Pricing Evaluation

The overall financial evaluation will be based on: The Credit Safe Evaluation A credit safe report will be undertaken by the Procurement Shared Unit. A credit safe report which has a minimum risk score of 30 will pass. Anything less than 30 will fail and be disqualified from further stages of the process, and turnover must equate to no less than twice the annual equivalent contract value.

Tender prices will be scored on a comparative basis, with the lowest compliant Tender (excluding any Tenders that the Council rejects as being abnormally low or non-compliant) receiving 100% of the available marks. All other Tenders will be compared against that lowest Tender using the formula:

$$(A / B) \times 100$$

A = price of lowest compliant Tender

B = price of the Tender being scored

If it appears to the Council that any Tender may be abnormally low, then the Council may ask the Bidder to explain its price or costs. If, following the Bidder's explanations, the Council is not satisfied with the Bidder's account for the low level of price or cost in the Tender; the Council may treat the Tender as non-compliant and reject it.

Confidentiality

All information contained within this Invitation to Tender is confidential and may only be used by the Tenderer or passed to third parties on a strictly “need to know” basis for the purposes of submitting a tender. Unsuccessful Tenderers should destroy all copies, as should any party not wishing to submit a tender

Tender Queries Any queries relating to this tender should be raised as soon as possible and no later than **12 noon on Friday 28th March 2025**.

Tender Submission

The Council is using the www.gov.uk/contracts-finder e-tendering portal to conduct the procurement process ("the e-Tendering Portal").

All communications (including submission of Tenders) should be carried out via the e-Tendering Portal

The Council may invite the highest scoring supplier to deliver an informal presentation prior to appointment to ensure both parties share an understanding of the objectives and issues relating to the project. Please confirm that you would be willing to attend a MS Teams meeting.

The Council is not bound to accept any tender and shall not be responsible for the payment of any expenses incurred by any Tenderer in the preparation/submission of its response.

INDICATIVE TIMETABLE

Event	Date
ITT issued	Wednesday 5 th March 2025
Deadline for the receipt of clarification questions	12 noon Friday 28 th March 2025
Deadline for receipt of Tenders	12 noon Friday 4 th April 2025
Evaluation of Tenders	Wednesday 9 th April 2025
Full Council Approval	14 th April 2025
Standstill Period	Wednesday 16 th April to Thursday 1 st May 2025
Contract award (following stand still period)	Friday 2 nd May 2025
Contract work starts	To be agreed with successful supplier

Whilst the Council does not intend to depart from the timetable, it reserves the right to do so at any stage.

Note to Bidders:

The Bidder must respond to each row of the Specification below.

Write "**Confirmed**" to confirm acceptance of the row.

If not accepted, the Bidder must state why not and propose its alternative drafting. This must be full form drafting capable of being inserted into the contract.

Note: the Bidder will not be permitted to add to this list or amend proposals to the Council's detriment after the deadline for Tender submission.

Specification – Part 1: General

Specification	Bidder's response
1 General The Supplier shall provide replacement of existing play provision by development of a new 'destination' play area with a ninja play theme at The Recreation Ground, Calne.	
2 Commencement Date: TBC	
3 Term TBC	
4 Contract Manager for the Council: Robert Mercer rmerc@calne.gov.uk	
5 Contract Manager for the Bidder:	Name:
6 Notices shall be served in writing on the Bidder by delivering them to the following person:	Name: Address: Role:
7 Notices shall be served in writing on the Council by delivering them to the following person:	Name: Address: Role:

SPECIFICATION – PART 2: GOODS ONLY

Specification	Bidder's response
<p>1 Key Performance Indicators</p> <p>The Supplier will comply with the following key performance indicators:</p> <p>1.1 To deliver a destination play area with a ninja theme at the Recreation Ground, Calne</p> <p>1.2 The Supplier will provide contract management reports as follows:</p> <p>(a) Weekly updates to site staff</p> <p>(b) 6-weekly contract management report to include timescale, cost, issues and risks by exception</p>	
<p>2 Delivery timescales</p> <p>2.1 The Supplier will deliver the Goods in accordance with the following:</p> <p>2.2 To be installed and available to the public by be agreed</p>	
<p>3 Contract management</p> <p>3.1 The Supplier will provide contract management reports as follows:</p> <p>(a) Weekly updates to site staff.</p> <p>(b) 6-weekly contract management report to include timescale, cost, issues and risks by exception</p>	
<p>4 Suitability of Goods</p> <p>4.1 The Goods will be suitable for the following purposes and comply with the following standards:</p> <p>To conform to BS EN 1176.</p>	
<p>5 Shelf life</p> <p>5.1 Goods supplied to the Council will be delivered with a minimum shelf life as follows.</p> <p>5.2 A minimum life guarantee of 15 years is required.</p>	

Specification	Bidder's response
<p>6 Supply to the Council of information, data and other records and documents</p> <p>6.1 The Supplier will provide information, data and other records and documents to the Council as follows:</p> <p>6.2 Post installation inspection report</p> <p>6.3 Details of all installed equipment</p> <p>6.4 Maintenance manuals for all equipment</p>	
<p>7 Installation and commissioning</p> <p>7.1 The Supplier will install and commission the Goods in accordance with the following:</p> <p>7.2 To be installed line with BS EN 1176.</p>	
<p>8 Inspection and testing</p> <p>8.1 The following provisions will apply to inspection and testing by the Council of the Goods:</p> <p>8.2 A post installation inspection is required by an RPI registered inspector</p>	

ANNEX B3

TENDER RESPONSE DOCUMENT

Note to Bidders: Your response to this Annex B3 will form part of the Specification and Tender Response Document as defined in the contract. As such, it will form part of your contractual obligations to the Council if you are awarded a contract.

It must be completed and uploaded to www.gov.uk/contracts-finder and submitted before the deadline of 12:00 noon on Friday 4th April 2025

Note – You may adjust the size of the following text boxes to suit your response.

TECHNICAL AND QUALITY QUESTIONS AND METHOD STATEMENTS

1. Method statement questions

The following is to be completed by the Tenderer and returned as part of the Tender Submission. Please use the space provided below each question to give your response (boxes will expand). Alternatively, you may choose to attach your responses as appendices on separate sheets of paper; if choosing this option please ensure that reference to the relevant appendix number is given in the space provided below each question and that the appendices themselves are clearly marked e.g. Appendix 1 – Response to B3 2.1.

Overview

Please provide a concise summary highlighting the key aspects of the proposal. (This response is not evaluated and should be used to contextualise your detailed responses).

Response ([maximum 500] words)

Q1 - Environment (20% weighting)

Response

Q2 – Play Value/number and range of different activities (40% weighting)

Response

Q3 – Product Quality/Repairability (20% weighting)

Response

Q4 – Meeting the Brief (15% weighting)

Response

2. Sub-contractors

- 2.1 Please specify any areas or elements for which you wish to use a subcontractor and provide the following details:
- 2.1.1 Which subcontractor you wish to use and for what elements;
 - 2.1.2 What reasons you have for such subcontracting;
 - 2.1.3 Why particular third parties would be chosen;
 - 2.1.4 Any existing relationship with each such subcontractor; and
 - 2.1.5 How you would ensure that appropriate management controls would be put in place.

- 2.2 Please explain what contractual arrangements you have (if any) with subcontractor(s) to ensure that your obligations to the Council will adequately flow down to the subcontractor(s).

Response

ANNEX B4

COMMERCIAL SCHEDULE

1 GENERAL INSTRUCTIONS

- 1.1 All pricing should be in pound sterling (£GBP). If applicable, please convert your currency into UK sterling using the rate published by the European Central Bank on the date you submit your Tender.
- 1.2 Costs should be quoted exclusive of VAT. Please confirm this in your Commercial Schedule, and indicate if the project will attract VAT and at what rate.
- 1.3 If your proposal includes costs for sub-contractors, these costs must be identified and shown inclusive of any VAT they will charge you.
- 1.4 The Total Price will be scored in accordance with the formula on page 27.

2. PRICING MODEL AND CONNECTED QUESTIONS

2.1 Please complete the following costs model. Please give information on your overall approach to the following:

2.1.1 How charges will be calculated for each element of the goods/services/works; and

2.1.2 The proposed payment profile over time.

2.2 Please break down your price by completing the tables below. This should include your total charges for all of the goods/services/works, which should be broken down into individual service elements and as specified in the tables.

Fixed price cost Model

Equipment and Delivery	
Equipment Installation	
Post Installation inspection	
Site preliminaries	
Discount	
Total	
VAT	
Total incl VAT	

ANNEX B5

CONFIDENTIAL AND COMMERCIAL SENSITIVE INFORMATION

1 INFORMATION SUPPLIED BY THE COUNCIL

- 1.1 All the information that the Council supplies as part of this contract may be regarded as Confidential Information.

2 INFORMATION THAT THE BIDDER CONSIDERS TO BE EXEMPT FROM DISCLOSURE

- 2.1 The Bidder considers that the type of information listed below is exempt from disclosure under the Freedom of Information Act 2000 ("**FOIA**") and/or the Environmental Information Regulations 2004 ("**EIR**") for the reasons given below.

Information considered exempt from disclosure (include page/paragraph reference)	Reason for FOIA/EIR exemption	Period exemption is sought

ANNEX B6

ADMINISTRATIVE INSTRUCTIONS

1 CONTRACT MANAGERS

- 1.1 For the Supplier, the Contract Manager at the commencement of the contract will be as follows:

Name	<i>[Insert name]</i>
Contact details	<i>[Insert address, e-mail address]</i>
Role	<i>[Insert details]</i>

2 NOTICES

- 2.1 Any notices served on the Supplier under the contract are to be delivered to:

Name	<i>[Insert name]</i>
Address	<i>[Insert address]</i>
Role	<i>[Insert details]</i>

3 MANAGEMENT LEVELS FOR DISPUTE RESOLUTION

- 3.1 The management levels at which a dispute will be dealt with are as follows:

Level	Supplier representative
1	<i>Contract manager</i>
2	<i>[Insert role]</i>
3	

ANNEX B7

FORM OF TENDER

DECLARATIONS BY THE BIDDER (TO BE SIGNED AND RETURNED BY THE BIDDER) FORM OF TENDER, NON-COLLUSION, CONFLICTS OF INTEREST AND ANTI-CANVASSING

DECLARATIONS

TO: Calne Town Council

PROPOSAL TO Invitation to Tender for the replacement of existing play provision by development of a new 'destination' play area with a ninja play theme at The Recreation Ground, Calne

REFERENCE NUMBER: CTC/RGP001

Form of Tender

We have examined the invitation to tender ("**ITT**") dated *[insert date of ITT]* and all accompanying annexes and schedules. This Tender is made subject to the terms of the ITT, including but not limited to the instructions to Bidders.

We declare that to the best of our knowledge the answers submitted in response to the Eligibility Questions (Annex B1 of the ITT) are correct.

We tender against the requirements, and offer to enter into a contract with the Council comprising the following:

- The Calne Town Council Terms and Conditions (Annex A1 of the ITT);
- The Specification (Annex B2 of the ITT) [including our response to the Specification]
- Our responses to the Tender Response Document (Annex B3 of the ITT); and
- Our response to the Commercial Schedule (Annex B4 of the ITT). Accordingly, this Tender is a contractual offer capable of acceptance by the Council. If the Council accepts this Tender, we will execute any agreement that the Council produces to record in one place the offer and acceptance. We undertake to keep the Tender open for acceptance by the Council for a period of ninety (90) days from the deadline for receipt of Tenders. We understand that you are not bound to accept the lowest priced, or any, Tender.

Non-collusive tendering

In recognition of the principle that the essence of tendering is that the Council shall receive bona fide competitive Tenders from all those tendering, we certify that this Tender is a bona fide Tender that is intended to be competitive.

We have not fixed or adjusted the amount of this Tender under, or in accordance with, any agreement or arrangement with any other person.

We have not done, and we undertake that, we will not do at any time before the hour specified for the return of the Tender any of the following acts:

- Communicate to a person other than the Council the amount or approximate amount of the proposed Tender (except where the disclosure, in confidence, of the approximate amount of

the Tender was essential to obtain insurance premium quotations required for the preparation of the Tender);

- Agree with any person that they shall refrain from tendering or as to the amount of any Tender to be submitted; and
- Offer to pay or give any sum of money or valuable consideration directly or indirectly to any person for doing or having done or causing or having caused to be done in relation to any other Tender any act or thing of the sort described above.

Conflicts of interest

We acknowledge that we are responsible for ensuring that no conflicts of interest exist between us (and our advisers) and the Council.

So far as any possible conflict of interest has arisen, we have notified the Council promptly in writing of that potential conflict of interest and have taken any steps agreed with the Council to avoid the conflict.

We acknowledge that if we fail to comply with this requirement, we may be disqualified from the procurement at the discretion of the Council.

Anti-canvassing confirmation

We have not canvassed or solicited any member, officer or employee of the Council, in connection with the proposed contract award and to the best of our knowledge and belief nor has any person employed by us or acting on our behalf done any such act.

We further undertake that we will not in the future canvass or solicit any member, officer or employee of the Council, in connection with the proposed contract and that no person employed by us or acting on our behalf will do any such act.

Name of person duly authorised to sign tenders:

Date:

Name:

In the capacity of:

Duly authorised to sign tenders for and on behalf of:

.....

By completing this Form of Tender and submitting your Tender you have agreed that the statements in this Form of Tender are correct and that you have complied, and will continue to comply, with the Council's policies on non-collusion, conflicts of interest and anti-canvassing.