

Form of Tender

To be returned by 12.00 hrs on: **Monday 6 September 2021**

Contract ref: K280021533

TENDER FOR: The Living Leader

To the Secretary State for Transport

1. I/we have read the documents listed below and, subject to and upon the terms and conditions contained in the said documents, I/we offer to provide the Services specified, at the rates or prices quoted by me/us.
2. **Terms and Conditions.** I/we agree that this quote and any contract which may result from it shall be based upon the documents listed below which I/we confirm to be those provided through the Jaggaer eSourcing system as part of the above referenced request for quote.
 - (i) Form of Tender
 - (ii) General Conditions of Contract for Services
 - (iii) Specification
 - (iv) Pricing Schedule – Your quote

and for the avoidance of doubt

- (vii) Request for quote letter

I/we agree that any other terms or conditions of contract or any reservations which may be printed on any correspondence or document from me either in connection with this tender, or any contract resulting from this tender, shall not be applicable to the Contract.

3. **Law.** I/we agree that any contract that may result from this tender shall be subject to English law.
4. I/we confirm that we have taken account of our legal and statutory obligations, as well as all relevant Government codes and policies (e.g. taxes, environmental protection, employment protection and working conditions) in our tender, where they would be applicable to the supply of the Good or Services.
5. In particular I/we can demonstrate that I/we have implemented appropriate technical and organisational measures to comply with the General Data Protection Regulation (GDPR), or will do so before the contract commences, where applicable to the supply of the Services.
6. The prices quoted in this tender are valid for 90 days from the tender return date.
7. I/we agree that the Authority may disclose the Contractor's information/documentation (submitted to the Authority during this procurement) more widely within Government for the purpose of ensuring effective cross-Government procurement processes, including value for money and related purposes.
8. To help Government develop its procurement policy in respect of small businesses, the Department needs to gather information about the size of the organisations we invite to tender. Please tick whichever of the following boxes apply:

Appendix D – Form of Tender – The Living Leader

Please tick here if your organisation has between 1 and 50 employees	Y
Please tick here if, within your supply chain , you will be subcontracting any part of this contract to an organisation that has between 1 and 50 employees Please tick here if your organisation has between 51 and 249 employees	
Please tick here if, within your supply chain , you will be subcontracting any part of this contract to an organisation that has between 51 and 249 employees	
Please tick here if your organisation has 250 or more employees	

In addition:

Please tick here if your organisation is a registered company	Y
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9. I/we confirm that all copy material submitted is identical in every respect to the original, regardless of the format or media in which it is submitted and that any electronic copy has been virus checked and is clear at the time of despatch.

SignedXXXX Redacted under FOIA Section 40.....Name (in BLOCK CAPITALS) XXXX Redacted under FOIA Section 40

in the capacity ofduly authorised to sign tenders

for and on behalf of (in BLOCK CAPITALS)...THE LIVING LEADER LTD.....

Postal Address
BUILDING 7C, WEST RAYNHAM BUSINESS PARK,
WEST RAYNHAM, NORFOLK, NR21 7PL
.....
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Telephone No...0333 444 0610.....
Email. XXXX Redacted under FOIA Section 40.....
Date 2ND SEPTEMBER 2021.....