**FORM OF TENDER**

Date : ................................... Name of Contractor: .......................................................

Job Title External Redecoration

Ivybridge Town Hall, Erme Court, Leonards Rd, Ivybridge, PL21 0SZ.

I/We, the undersigned, hereby undertake to carry out the whole of the works in conformity with the Schedule of Works and Drawings prepared by the Supervising Officer and under his superintendence and to his satisfaction in a sound and workmanlike manner.

|  |  |
| --- | --- |
|  |  |
|  | £ |
| Preliminaries |   |
| Preambles |  |
| Schedule of Works (inc. Contingency) |  |
|  TOTAL CONTRACT SUM  |  |

This sum is exclusive of Value Added Tax which, it is anticipated will be in the order of:-

£………………………………………………………………….......................................................................

(in words) as summarised on the attached VAT Form

We propose to commence the works within ………. weeks from receipt of written instructions and to complete the works within ………. weeks after commencement.

The offer shall remain open until the expiration of three months from the date of this Tender.

The costed Schedule of Works is to be enclosed with this form of Tender

I/We understand that the period of maintenance after completion of the works shall be 6 months, or as otherwise agreed within the JCT Minor Works Building Contract.

I/we understand that we are to ensure that all personal data provided, to enable us to carry out works, is handled in accordance with General Data Protection Regulations May 2018

I/We agree that should palpable errors in pricing, or errors in arithmetic be discovered before acceptance of this Tender, that these errors be adjusted in accordance with the recommendations contained in the Code of Tendering procedure currently published by the Joint Committee of Architects, Quantity Surveyors and Builders.

Dated ............................................ Day of....................... 2023

Signature ....................................... Witness ......................................

Position …………………………….

Full Name of Firm or Company ..................................................................

**NOTE:** This Tender must reach Croft Surveyors no later than noon and the Tender must comply strictly with the Instructions to Tenderers which was issued with this form.