# Agreement Conditions Acceptance and Declaration Form

**Agreement for the Provision: RFQ167 HR\_Payroll System**

I/We the undersigned DO HEREBY UNDERTAKE to provide the Goods/Services upon and subject to City College Plymouth’s standard terms and conditions set out in Appendix B, together with the Specification and the pricing and rates contained in our quote and all other Agreement Documents as are contained or incorporated herein.

I/We agree to establish and maintain appropriate business standards, procedures and controls including those necessary to avoid any real or apparent impropriety or to prevent any action or conditions which could result in conflict with the College’s best interests.

I/We declare that we have not offered to pay or to give or agree to pay any sum of money or valuable consideration directly or indirectly to any person nor entered into any agreement or arrangements with any person that he/she shall refrain from quoting or as to the amount of any quote to be submitted.

I/We declare that we have not directly or indirectly obtained information from any member concerning the Tender or proposed Tender, or obtained any unfair advantage by any other means. We understand that if this is proven not to be true the contract will be severed and we shall be banned from quoting for future opportunities with the College for at least four (4) years.

I/We agree that we have satisfied ourselves before submitting this quote as to the correctness and sufficiency of the pricing/rates quoted.

DATE

COMPANY\* (1) Signature:

Name:   
Position in Company:

For and on behalf of:

(Print Company's full name and registered number)

\*NOTE:

* + 1. An electronic or typed signature will be accepted.
    2. Where the bidder is a limited company the Quote and this Declaration must be signed on behalf of the company by an authorised officer whose designation must be stated and the address of the registered office of the company must be given.
    3. In the case of a partnership the names of all the partners must be given on a separate sheet and attached to this Request for Quote and the Quote and this Declaration must be signed by one of the partners on behalf of the partnership.
    4. Where the supplier is a private firm the Quote and this Declaration must be signed with the firm's name.