



We will execute and return to LFRS the contract for the works as set out and described in the Invitation to Tender within 7 days of receiving a request from LFRS that we do so and an engrossment of the contract.

Tenderers should note that:-

1. This Tender, sealed in an envelope but not bearing any name or mark indicating the sender and endorsed "**Tender for extension to Lutterworth Fire Station,**" must be received at the office of LFRS at **Headquarters, 12 Geoff Monk Way, Birstall, Leicestershire, LE4 3BU** not later than 12.00 noon on 09/02/2018.
2. Any Tender which for any reason is received by LFRS after the specified time on the last date will not be considered. Time limits will be applied strictly.
3. If a tender is to be delivered by hand an official receipt must be obtained otherwise no claim that a tender has been delivered will be considered.
4. LFR are not bound to accept any tender submitted whether or not it is the lowest/highest received, nor will LFR be liable for any expense incurred in the preparation of the tender.
5. This Tender will not be considered if it is not completed in the manner stated as required in the ITT.

We confirm that we have included as part of our submission the following Documentation.

1. Signed Form of Tender.
2. Priced Specification.
3. Summary of Tender Figure.

We certify that this is a bona fide tender.

Dated this.....day of.....2018

Signed by the below named who is authorised to sign for and on behalf of the below named Tenderer.

Signature of individual on behalf of the Tenderer .....

Name.....

Position.....

Title of Firm/Company.....

Address.....

.....

Telephone No.....

Email.....

**LEICESTERSHIRE FIRE AND RESCUE SERVICE**  
**ESTATES AND FACILITIES DEPARTMENT**

**Construction of a two storey extension**  
**At**  
**Lutterworth Fire and Rescue Station.**

**GENERAL SUMMARY**

SECTION 1 : GENERAL REQUIREMENTS	=
SECTION 2 : SPECIFICATION	=
SECTION 3 : THE PROCUREMENT PROCESS	=
SECTION 4 : CONDITIONS OF TENDER	=
SECTION 5 : PREPARATION AND SUBMISSION OF TENDERS	=
SECTION 6 : DOCUMENTS FOR RESPONSE	=
SECTION 7 : SUITABILITY ASSESSMENT QUESTIONNAIRE	=
SECTION 8 : WORKING METHODS QUESTIONNAIRE	=
SECTION 9 : EXPLANATION OF PRICE EVALUATION	=
SECTION 10 : EXPLANATION OF QUALITY EVALUATION	=
SECTION 11 : CONTINUATION SHEET TEMPLATE	=
SECTION 12 : DECLINING TO TENDER	=

TOTAL TENDERED COST	=	£
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