

## T2 – Form of Tender

**WORKS: Little Liverpool Gallery Refurbishment**

**AT: Museum of Liverpool, Pier Head, Liverpool Waterfront, Liverpool, L3 1DG**

To: The Head of Procurement  
National Museums Liverpool  
127 Dale Street  
Liverpool  
L2 2JH

Sir,

Having examined the Instructions to Tenderers and drawings for the above works, I/We do hereby offer to execute and complete the whole of the Works in accordance with the details and the Conditions of Contract as described therein for the sum of

\_\_\_\_\_ (£\_\_\_\_\_ : \_\_\_\_)

and will commence work within \_\_\_\_\_ weeks from acceptance of tender and complete the works within a further \_\_\_\_\_ weeks.

N.B. the Tenderer must not allow for Value Added Tax in the total amount of his Tender.

We understand that NML is an exempt charity and that in certain circumstances may not be in a position to reclaim VAT. We agree to work within any VAT reclamation strategy set out within the tender document, or subsequently agreed, aimed at minimising the VAT cost associated with the work.

The contractor will be deemed to have allowed in his tender for all incidental administrative costs and expenses which he may incur thereby.

I/We also agree that this Tender shall remain open for acceptance for three months from the closing date for receipt of Tenders.

I/We declare that we are not parties to any agreement or arrangement to communicate the amount of our proposed Tender to any other person and that we have not adjusted the amount of our proposed Tender in accordance with any agreement or arrangement to do so made with any other person.

Contractor's Name \_\_\_\_\_

Address \_\_\_\_\_

\_\_\_\_\_ Tel No \_\_\_\_\_

Signature \_\_\_\_\_ Position \_\_\_\_\_

Dated this \_\_\_\_\_ of \_\_\_\_\_ 20 \_\_\_\_\_

**NB.** The Tender must be returned by email to [tenders@liverpoolmuseums.org.uk](mailto:tenders@liverpoolmuseums.org.uk) or via post to the address above to arrive before: