**Communities Department**

Invitation to Tender

Please ask for: Rob Semple

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Date: 26th February 2026

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**TITLE:** Bridgwater Town Council – Fireworks Contract (St Matthews Field & Snowflakes) (ref BTCF) – 2025 to 2027.

 To whom it may concern,

 **FORMAL INVITATION TO TENDER FOR THE SUPPLY OF GOODS & SERVICES**

Please refer to:

1. Document Ref: BTCF01 ‘Bridgwater Town Council Fireworks ITT Project Information’
2. Document Ref: BTCF04 ‘Application for Bridgwater Town Council Approved Supplier’
3. Document Ref: BTCF05 ‘Tenderer Declaration Form’
4. Document Ref: BTCF06 ‘Form of Tender’
5. Document Ref: BTCF07 ‘Pricing Schedule’
6. Document Ref: BTCF08 ‘Supplier Technical Questions & Answer Sheet’

Your tender submission, which is to be on a fixed price submission for the Bridgwater Town Council Fireworks Contract 2025-2027 is to be returned on Document Ref: BTCF06 ‘Form of Tender’ and in a sealed envelope marked ‘Tender’ to be submitted by **12noon on Friday 25th April 2025**.

The tender is to be signed by an authorised signatory for the company and all alterations or corrections must be initialled by the same person.

The completed tender must be submitted in a sealed envelope marked ‘Tender’ which should then be sent

by post or delivered by hand to reach the Director for Community Services, Town Hall, High Street, Bridgwater, Somerset, TA6 3AS. All tenders will be opened at the same time by the Town Clerk and the Director for Community Services in the presence of a Councillor.

You must submit the following documentation with your tender:

1. Any company accreditations, qualifications, and recognitions.
2. Evidence of your staff/team’s competency and training records.
3. The details of your proposed Health & Safety documentation you will supply for this project should you be successful.
4. Example RAMS from a similar project.
5. A company arthrogram.
6. BTCF04 ‘Application Form for the Bridgwater Town Council Approved Supplier’.
7. Insurance details and certificates as indicated in section C of BTCF04.
8. BTCF05 ‘Tenderer Declaration Form’.
9. BTCF06 ‘Form of Tender’.
10. BTCF07 ‘Pricing Schedule’.
11. BTCF08 ‘Supplier Technical Questions & Answers Sheet’.

Any omissions will invalidate your tender.

**The tender envelope must not be marked in any way to indicate the identity of the sender /**

**tenderer and must contain only the tender form and requested documents, and no other**

**enclosures. If a courier service is used these requirements must still be observed.**

Your particular attention is drawn to the conditions above as any tender which is late and/or is improperly

marked or unsealed WILL NOT BE CONSIDERED.

Bridgwater Town Council does not bind itself to accept the lowest or any tender, nor to make any payment for the preparation of any tender.

Thanking you for your interest in this tender.

Yours faithfully



Rob Semple

Communities Director