



Dear Sirs,

**Arts Council England Invitation to Tender
Environmental Adviser to the Government Indemnity Scheme
Reference number: ACE 007 ITT**

Arts Council England (ACE) wish to invite tenders to fulfil the function of Environmental Adviser to the Government Indemnity Scheme

The invitation to tender document shall comprise of this covering letter together with the following attachments:

- Attachment 1: About Arts Council England
- Attachment 2: ITT Instructions
- Attachment 3: Scope of Requirements
- Attachment 4: Contract Award Criteria
- Attachment 5: Schedule of Charges (worksheets 5a and 5b)
- Attachment 6: List of Information to be returned
- Attachment 7: Form of Tender
- Attachment 8: User Guide to Bravo

Please could you acknowledge this Invitation to Tender and confirm whether or not you intend to bid by return e-mail to:

procurement.services@artscouncil.org.uk

The closing date in response to this Invitation to Tender will be:

12:00 Friday 3rd March 2017

Yours faithfully

David Battersby
Senior Officer, Procurement

Arts Council England, 21 Bloomsbury Street, London WC1B 3HF www.artscouncil.org.uk
Phone: 44 (0) 845 300 6200 Email: enquiries@artscouncil.org.uk

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Arts Council England