

## Form of Tender

### Proposed External Decoration of Swanage Town Hall - Grade 2 listed building

TO: Swanage Town Council

Sirs

I/We the undersigned having read the tender documentation as issued by Swanage Town Council and the Conditions of Contract therein, the Schedule of Works and Specifications and having examined all other documents, do hereby offer to execute and complete in accordance with the Conditions of Contract the whole of the work described for the contract sum of (words):

\_\_\_\_\_  
\_\_\_\_\_

(£ \_\_\_\_\_ : \_\_\_\_\_) exclusive of Value Added Tax

I/We agree to execute and complete the whole of the work described in the Schedule of Works by no later than 31<sup>st</sup> March 2017.

I/We further agree that this submission remains open for acceptance for six (6) months from the date fixed for the submission of quotations.

Dated this \_\_\_\_\_ day of \_\_\_\_\_ 2016

Name of authorised signatory of firm or company \_\_\_\_\_

In the capacity of \_\_\_\_\_

Signature \_\_\_\_\_

Full name and address of firm or company \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

Witness (signature) \_\_\_\_\_

Occupation \_\_\_\_\_

Address \_\_\_\_\_

\_\_\_\_\_

The Employer does not bind itself to accept the lowest or any tender, nor will any Contractor tendering be reimbursed for any fees, costs or expenses incurred in the preparation or submission of his tender.