

GERRARDS CROSS TOWN COUNCIL ITT; PROVISION & INSTALLATION OF NEW PLAY EQUIPMENT

Section I: Checklist of Documents (for Tender Response).

Applicants must complete and return Sections D to I. Failure to provide all of the items in the checklist may cause your Tender to be non-compliant.

Appendix Section	Item	Included in Tender?
D	Cost Submission Form; to be completed, signed and returned.	
E	Pre-Qualification Questionnaire; to be completed, signed and returned.	
F	Form of Tender; to be completed, signed and returned.	
G	Drawings, Site Plans and relevant Literature to be included.	
H	Method Statement to be included.	
I	This Checklist of Documents; to be completed, signed and returned.	

All complete tenders containing the above documents to be submitted by email or in writing by 12.00 noon on 3rd February 2023 to the Parish Council office. No additional information should be submitted or will be considered.

All Tenders must be clearly marked 'East Common Play-area Tender'. If sent by mail (or in person), these tenders should be submitted in a sealed envelope to the Parish Council and addressed to the Town Clerk (at Gerrard Cross Town Council, South Lodge, East Common, Gerrards Cross, Buckinghamshire, SL9 7AD).

I/We confirm understand that this checklist clarifies the completed documentation representing our tender offer to Gerrards Cross Town Council (for the provision of this Play Equipment ITT).

From:

Signed:

For and on behalf of:

Address:

.....

.....

Date: