**Aston on Trent Parish Council**

**Form of Tender:**

**Recreation Centre, Aston on Trent**

To: The Clerk to the Parish Council, Aston on Trent Parish Council

Having read the drawings, conditions of contract and specification for the works at the above site hereby offer to complete the works in the following sums:

**Schedule 1:**

Building works as set out on the architectural and structural drawings and details

Total (Exclusive of Vat) …………………………………..

Sum in words (excluding VAT)…………………………………………………………………………….

 Total inclusive of VAT…………………………………….

**Schedule 2**

Provide and install electrical services (including alarm systems) as per electrical and plumbing drawings

 Total (Exclusive of Vat) …………………………………..

Sum in words (excluding VAT)………………………………………………………………………………

 Total inclusive of VAT……………………………….

**Schedule 3:**

Provide and install gas, water and heating services as per electrical and plumbing drawings

 Total (Exclusive of Vat) ………………………………….

Sum in words (excluding VAT)…………………………………………………………………………….

 Total inclusive of VAT…………………………………

**Schedule 4:**

Sum for car park work as per Plan of Proposed Car Park

 Total (Exclusive of Vat) …………………………………..

Sum in words (excluding VAT)……………………………………………………………………………….

 Total inclusive of VAT…………………………………

**Grand total for all project work, Schedules 1,2,3 and 4 (exclusive of VAT)**……………………….

 Grand total plus VAT…………………………..……………………………………

I/we undertake to in the event of your acceptance to execute with you a form of contract embodying the terms and conditions as set out in this offer. I/We understand that the award of contract may be for either one Schedule or more than one Schedule based on the award criteria within the specification document.

We undertake to start the works within ……. days if awarded this contract.

We undertake to complete the works within ………..weeks of the agreed start date.

We further agree that this tender shall remain open for acceptance up to 3 months from the date of submission for tenders.

Signed……………………………………………………..Dated………………………………………

On behalf of………………………………………………………………………………

Registered address……………………………………………………………………………………..

…………………………………………………………………………………………………………….

**Notes to tenderers:**

One copy of this document and the supporting documentation as detailed in the specification is to be received by The Parish Clerk, Aston on Trent Parish Council, 67 Little Moorside, Aston on Trent, Derby, DE72 2DZ by no later than xxxxx

The project name should be clearly stated on the outside of the envelope but no name of other identifying marks shall be on the outside of the envelope.

The employer will award the contract as per the criteria documented in the specification.

The Employer will not be responsible for or pay for any expenses or losses which may be incurred by any tenderer in the preparation of this tender.