**Special Notices and Instructions to Tenderers**

1.        The contents of this invitation to tender must not be disclosed to un-authorised persons and must be used only for the purposes of tendering.

2.        In addition to the Notices to Tenderers specified elsewhere in the Invitation to Tender (ITT) the following shall also apply:

**THE TENDERER MUST SIGN AND RETURN ONE COPY OF SC1A ITT Non-Comp (Annex A) WITH THEIR TENDER**

**Annex A**

**SC1A ITT Ref No**

**Ministry of Defence**

**TENDER**

**To the Secretary of State for Defence (hereinafter called "the Authority")**

The undersigned Tenderer having read the Invitation to Tender – Less Complex Requirements – Competitive Procurement and accompanying Conditions of Contract, offers to supply the Deliverables (to the extent which the Authority may determine in ordering the Deliverables ) at the price or prices and at the time or times stated and in accordance with any drawings and / or specifications stated in the Purchase Order and subject the above mentioned MOD Terms and Conditions..

The following additional information is provided:

|  |  |
| --- | --- |
| **Notification of Inventions** | |
| Please state below details invention or design, other restriction and any allegation of infringement specified in Paragraph 12.b and 12.d (continue on a separate sheet if necessary). | |
| **Ozone Depleting Substances** | |
| Please state below details of the use of substances specified in Paragraph 13, or state “NIL RETURN” (continue on a separate sheet if necessary). | |
| **Asbestos** | |
| By signing this Offer, the Contractor confirms that the Deliverables do not incorporate asbestos as specified in Paragraph 15 | |
| **Premises where Contract will be performed (if applicable)** | |
| The Deliverables, or any part of them supplied under this Contract resulting from this Tender will be manufactured and or bought in from premises detailed below: | |
| **Value of Tender (excluding VAT)** | |
| Total cost of Deliverables, including packaging, required computed at the Tenderer's quoted price        £    Total value of Tender (to be repeated below in WORDS)                                        £27,850    (WORDS: Twenty seven thousand, eight hundred and fifty pounds     ) | |
| **Value Added Tax** | |
| If registered for Value Added Tax purposes, please insert    a.        Registration No      N/A    b.        Total amount of Value Added Tax payable on this Tender (at current rate(s))        N/A  There is no VAT charged by the Trust on the amounts within the proposal as the Trust is not VAT registered. | |
| **Transparency** | |
| Should the Tenderer be awarded a Contract resulting from this Tender, it understands that the Authority may publish the content of the Contract to the general public. The Sensitive Information which forms part of the Purchase Order is completed to assist the Authority in applying the appropriate exemptions in the FOIA and the EIR. | |
| 1. We certify that the offer made in connection with the above Tender is intended to be genuinely competitive. No aspect of the price has been fixed or adjusted by any arrangement with any third party. Arrangement in this context includes any transaction or agreement, private or open, or collusion, formal or informal, and whether or not legally binding. In particular:  a. the offered price has not been divulged to any third party person,  b. no arrangement has been made with any third party that they should refrain from tendering,  c. no arrangement with any third party has been made to the effect that we will refrain from bidding on a future occasion,  d. no discussion with any third party has taken place concerning the details of either’s proposed price, and  e. no arrangement has been made with any third party otherwise to limit genuine competition.  2. We understand that any instances of illegal cartels, market sharing arrangements or other anti-competitive practices, suspected by the Ministry of Defence will be referred to the Competition and Markets Authority for investigation and may be subject to action under the Competition Act 1998 and the Enterprise Act 2002.  3. We understand that any misrepresentations may also be the subject of criminal investigation or used as the basis for civil action.  4. We agree that the Authority may share the Contractor’s information / documentation (submitted to the Authority during this procurement) more widely within Government for the purpose of ensuring effective cross-Government procurement processes, including value for money and related purposes. We certify that we have identified any Sensitive Information in DEFFORM 539A. | |
| **Dated 14th day of October, 2024** | |
| **Signature:**  [Redacted – Personal]                           **In the capacity of CEO**                                          (State official position e.g. Director, Manager, Secretary etc.) | |
| **Name:**   [Redacted – Personal]  **duly authorised to sign this Tender for and on behalf of:**    The Smallpeice Trust | **Postal Address:**  Holly House, 74 Upper Holly Walk, Leamington Spa, CV32 4JL    **Telephone No:** [Redacted – Personal]  **Telex No:**    **Fax No:**    **Email:** [Redacted – Personal] |