1. **CORE CAPRICORN – 3MW Battery Energy Storage System**
2. **Logo

   Description automatically generated**
3. **RETURN DOCUMENT**

**[Tenderer to Insert Company name]**

# sCHEDULE 1 - Suitability Assessment

# SA1 - Tenderer Information

For ease of completion, where you have completed a European Single Procurement Document (ESPD) for a separate procurement process, provided the ESPD remains valid and accurate, you may submit this previously completed document as part of your response to this procurement process.

If it is your intention to submit a previous ESPD, where a question is from ESPD please insert ‘SEE ESPD’ into the response box provided and detail the relevant attachment.

**Part 1: Potential Supplier Information**

Please answer the following questions in full. Note that every organisation that is being relied on to meet the selection must complete and submit the Part 1 and Part 2 self-declaration.

|  |  |  |
| --- | --- | --- |
| **SA Section 1** | **Potential supplier information** | |
| Note to Tenderer: **PASS/FAIL Section Self-certification**  Response provided in full = PASS, No response or response incomplete=FAIL | | |
| Question number | Question | Response |
| 1.1(a) | Full name of the Supplier submitting the information |  |
| 1.1(b)– (i) | Registered office address (if applicable) |  |
| 1.1(b)–(ii) | Registered website address (if applicable) |  |
| 1.1(c) | Trading status   1. public limited company 2. limited company 3. limited liability partnership 4. other partnership 5. sole trader 6. third sector 7. other (please specify your trading status) |  |
| 1.1(d) | Date of registration in country of origin |  |
| 1.1(e) | Company registration number (if applicable) |  |
| 1.1(f) | Charity registration number (if applicable) |  |
| 1.1(g) | Head office DUNS number (if applicable) |  |
| 1.1(h) | Registered VAT number |  |
| 1.1(i) - (i) | If applicable, is your organisation registered with the appropriate professional or trade register(s) in the member state where it is established? | Yes ☐  No ☐  N/A ☐ |
| 1.1(i) - (ii) | If you responded yes to 1.1(i) - (i), please provide the relevant details, including the registration number(s). |  |
| 1.1(j) - (i) | Is it a legal requirement in the state where you are established for you to possess a particular authorisation, or be a member of a particular organisation in order to provide the services specified in this procurement? | Yes ☐  No ☐ |
| 1.1(j) - (ii) | If you responded yes to 1.1(j) - (i), please provide additional details of what is required and confirmation that you have complied with this. |  |
| 1.1(k) | Trading name(s) that will be used if successful in this procurement |  |
| 1.1(l) | Relevant classifications (state whether you fall within one of these, and if so which one)   1. Voluntary Community Social Enterprise (VCSE) 2. Sheltered Workshop 3. Public service mutual |  |
| 1.1(m) | Are you a Small, Medium or Micro Enterprise (SME)[[1]](#footnote-1)? | Yes ☐  No ☐ |
| 1.1(n) | Details of Persons of Significant Control (PSC), where appropriate: [[2]](#footnote-2)  - Name;  - Date of birth;  - Nationality;  - Country, state or part of the UK where the PSC usually lives;  - Service address;  - The date he or she became a PSC in relation to the company (for existing companies the 6 April 2016 should be used);  - Which conditions for being a PSC are met;  - Over 25% up to (and including) 50%,  - More than 50% and less than 75%,  - 75% or more. [[3]](#footnote-3)  (Please enter N/A if not applicable) |  |
| 1.1(o) | Details of immediate parent company:  - Full name of the immediate parent company  - Registered office address (if applicable)  - Registration number (if applicable)  - Head office DUNS number (if applicable)  - Head office VAT number (if applicable)  (Please enter N/A if not applicable) |  |
| 1.1(p) | Details of ultimate parent company:  - Full name of the ultimate parent company  - Registered office address (if applicable)  - Registration number (if applicable)  - Head office DUNS number (if applicable)  - Head office VAT number (if applicable)  (Please enter N/A if not applicable) |  |

Please note: A criminal record check for relevant convictions may be undertaken for the preferred Tenderers and the persons of significant in control of them.Please provide the following information about your approach to this procurement:

|  |  |  |
| --- | --- | --- |
| **SA Section 1** | **Bidding model** | |
| Question number | Question | Response |
| 1.2(a) - (i) | Are you bidding as the lead contact for a group of economic operators? | Yes ☐ No ☐  If yes, please provide details listed in questions 1.2(a) (ii), (a) (iii) and to 1.2(b) (i), (b) (ii), 1.3, Section 2 and 3.  If no, and you are a supporting bidder please provide the name of your group at 1.2(a) (ii) for reference purposes, and complete 1.3, Section 2 and 3. |
| 1.2(a) - (ii) | Name of group of economic operators (if applicable) |  |
| 1.2(a) - (iii) | Proposed legal structure if the group of economic operators intends to form a named single legal entity prior to signing a contract, if awarded. If you do not propose to form a single legal entity, please explain the legal structure. |  |
| 1.2(b) - (i) | Are you or, if applicable, the group of economic operators proposing to use sub-contractors? | Yes ☐  No ☐ |
| 1.2(b) - (ii) | If you responded yes to 1.2(b)-(i) please provide additional details for each sub-contractor in the following table: we may ask them to complete this form as well.   |  |  |  |  | | --- | --- | --- | --- | | Name |  |  |  | | Registered address |  |  |  | | Trading status |  |  |  | | Company registration number |  |  |  | | Head Office DUNS number (if applicable) |  |  |  | | Registered VAT number |  |  |  | | Type of organisation |  |  |  | | SME (Yes/No) |  |  |  | | The role each sub-contractor will take in providing the works and /or supplies e.g. key deliverables |  |  |  | | The approximate % of contractual obligations assigned to each sub-contractor |  |  |  | | |

|  |  |  |
| --- | --- | --- |
| **SA Section 1** | **Contact details and declaration** | |
| Question number | Question | Response |
| 1.3(a) | Contact name |  |
| 1.3(b) | Name of organisation |  |
| 1.3(c) | Role in organisation |  |
| 1.3(d) | Phone number |  |
| 1.3(e) | E-mail address |  |
| 1.3(f) | Postal address |  |
| 1.3(g) | Signature (electronic is acceptable) |  |
| 1.3(h) | Date |  |

**Part 2: Exclusion Grounds**

Please answer the following questions in full. Note that every organisation that is being relied on to meet the selection must complete and submit the Part 1 and Part 2 self-declaration.

|  |  |  |
| --- | --- | --- |
| **SA**  **Section 2** | **Grounds for mandatory exclusion** | |
| Note to Tenderer: **PASS/FAIL Section Self-certification**  **Breach requires evidence of Self-Cleaning**  No = PASS,  Yes = Review self-cleaning and PASS if Supplier proves reliability to the satisfaction of CORE and the Council,  Review self-cleaning and FAIL if supplier does not prove reliability to the satisfaction of CORE and the Council | | |
| Question number | Question | Response |
| 2.1(a) | **Regulations 57(1) and (2)**  The detailed grounds for mandatory exclusion of an organisation are set out on this [webpage](https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/551130/List_of_Mandatory_and_Discretionary_Exclusions.pdf), which should be referred to before completing these questions.  Please indicate if, within the past five years you, your organisation or any other person who has powers of representation, decision or control in the organisation been convicted anywhere in the world of any of the offences within the summary below and listed on the [webpage](https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/551130/List_of_Mandatory_and_Discretionary_Exclusions.pdf). | |
|  | Participation in a criminal organisation. | Yes ☐  No ☐  If Yes please provide details at 2.1(b) |
|  | Corruption. | Yes ☐  No ☐  If Yes please provide details at 2.1(b) |
|  | Fraud. | Yes ☐  No ☐  If Yes please provide details at 2.1(b) |
|  | Terrorist offences or offences linked to terrorist activities | Yes ☐  No ☐  If Yes please provide details at 2.1(b) |
|  | Money laundering or terrorist financing | Yes ☐  No ☐  If Yes please provide details at 2.1(b) |
|  | Child labour and other forms of trafficking in human beings | Yes ☐  No ☐  If Yes please provide details at 2.1(b) |
| 2.1(b) | If you have answered yes to question 2.1(a), please provide further details.  Date of conviction, specify which of the grounds listed the conviction was for, and the reasons for conviction,  Identity of who has been convicted  If the relevant documentation is available electronically please provide the web address, issuing Council, precise reference of the documents. |  |
| 2..2 | If you have answered Yes to any of the points above have measures been taken to demonstrate the reliability of the organisation despite the existence of a relevant ground for exclusion? **(Self Cleaning)** | Yes ☐  No ☐ |
| 2.3(a) | **Regulation 57(3)**  Has it been established, for your organisation by a judicial or administrative decision having final and binding effect in accordance with the legal provisions of any part of the United Kingdom or the legal provisions of the country in which the organisation is established (if outside the UK), that the organisation is in breach of obligations related to the payment of tax or social security contributions? | Yes ☐  No ☐ |
| 2.3(b) | If you have answered yes to question 2.3(a), please provide further details. Please also confirm you have paid, or have entered into a binding arrangement with a view to paying, the outstanding sum including where applicable any accrued interest and/or fines. |  |

Please Note: CORE and the Council reserves the right to use its discretion to exclude a potential Tenderer where it can demonstrate by any appropriate means that the potential Tenderer is in breach of its obligations relating to the non-payment of taxes or social security contributions.

|  |  |  |
| --- | --- | --- |
| **SA Section 3** | **Grounds for discretionary exclusion** | |
| Note to Tenderer: **PASS/FAIL Section Self-certification**  **Breach requires evidence of Self-Cleaning**  No = PASS,  Yes = Review self-cleaning and PASS if Supplier proves reliability to the satisfaction of CORE and the Council,  Review self-cleaning and FAIL if supplier does not prove reliability to the satisfaction of CORE and the Council | | |
|  | Question | Response |
| 3.1 | **Regulation 57 (8)**  The detailed grounds for discretionary exclusion of an organisation are set out on this [webpage](https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/551130/List_of_Mandatory_and_Discretionary_Exclusions.pdf), which should be referred to before completing these questions.  Please indicate if, within the past three years, anywhere in the world any of the following situations have applied to you, your organisation or any other person who has powers of representation, decision or control in the organisation. | |
| 3.1(a) | Breach of environmental obligations? | Yes ☐  No ☐  If yes please provide details at 3.2 |
| 3.1 (b) | Breach of social obligations? | Yes ☐  No ☐  If yes please provide details at 3.2 |
| 3.1 (c) | Breach of labour law obligations? | Yes ☐  No ☐  If yes please provide details at 3.2 |
| 3.1(d) | Bankrupt or is the subject of insolvency or winding-up proceedings, where the organisation’s assets are being administered by a liquidator or by the court, where it is in an arrangement with creditors, where its business activities are suspended or it is in any analogous situation arising from a similar procedure under the laws and regulations of any State? | Yes ☐  No ☐  If yes please provide details at 3.2 |
| 3.1(e) | Guilty of grave professional misconduct? | Yes ☐  No ☐  If yes please provide details at 3.2 |
| 3.1(f) | Entered into agreements with other economic operators aimed at distorting competition? | Yes ☐  No ☐  If yes please provide details at 3.2 |
| 3.1(g) | Aware of any conflict of interest within the meaning of regulation 24 due to the participation in the procurement procedure? | Yes ☐  No ☐  If yes please provide details at 3.2 |
| 3.1(h) | Been involved in the preparation of the procurement procedure? | Yes ☐  No ☐  If yes please provide details at 3.2 |
| 3.1(i) | Shown significant or persistent deficiencies in the performance of a substantive requirement under a prior public contract, a prior contract with a contracting entity, or a prior concession contract, which led to early termination of that prior contract, damages or other comparable sanctions? | Yes ☐  No ☐  If yes please provide details at 3.2 |
| 3.1(j)  3.1(j) - (i)  3.1(j) - (ii)  3.1(j) –(iii)  3.1(j)-(iv) | Please answer the following statements  The organisation is guilty of serious misrepresentation in supplying the information required for the verification of the absence of grounds for exclusion or the fulfilment of the selection criteria.  The organisation has withheld such information.  The organisation is not able to submit supporting documents required under regulation 59 of the Public Contracts Regulations 2015.  The organisation has influenced the decision-making process of the contracting Council to obtain confidential information that may confer upon the organisation undue advantages in the procurement procedure, or to negligently provided misleading information that may have a material influence on decisions concerning exclusion, selection or award. | Yes ☐  No ☐  If Yes please provide details at 3.2  Yes ☐  No ☐  If Yes please provide details at 3.2  Yes ☐  No ☐  If Yes please provide details at 3.2  Yes ☐  No ☐  If Yes please provide details at 3.2 |
| 3.2 | If you have answered Yes to any of the above, explain what measures been taken to demonstrate the reliability of the organisation despite the existence of a relevant ground for exclusion? **(Self Cleaning)** |  |

**Part 3: Suitability Questions**

Economic and Financial Standing

|  |  |  |
| --- | --- | --- |
| **SA**  **Section 4** | **Economic and Financial Standing**  Note to Supplier: The following section is PASS/FAIL. | |
| Note to Tenderer: **PASS/FAIL Section Evidence Required**  YES/NO response provided and supporting financial information submitted = PASS,  No Response or supporting financial information not submitted = FAIL | | |
|  | Question | Response |
| **4.1** | **Please indicate which of the following you have provided to demonstrate your economic/ financial standing:** | |
| A copy of your audited accounts for the last two years, if requested? | Yes ☐  No ☐ |
| (a) A statement of the turnover, Profit and Loss Account/Income Statement, Balance Sheet/Statement of Financial Position and Statement of Cash Flow for the most recent year of trading for this organisation. | Yes ☐  No ☐ |
| (b) A statement of the cash flow forecast for the current year and a bank letter outlining the current cash and credit position. | Yes ☐  No ☐ |
|  | (c) Alternative means of demonstrating financial status if any of the above are not available (e.g. forecast of turnover for the current year and a statement of funding provided by the owners and/or the bank, charity accruals accounts or an alternative means of demonstrating financial status). | Yes ☐  No ☐ |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **SA Section 6** | **Technical and Professional Ability** | | | |
| Note to Tenderer: **PASS/FAIL Section**  Response provided in full for 6.1 = PASS,  No response or response incomplete = FAIL | | | | |
| 6.1 | **Relevant experience and contract examples**  Please provide details of **up to three** contracts that are relevant to our requirement. Contracts for supplies or services should have been performed during the past three years. | | | |
|  | | **Contract 1** | **Contract 2** | **Contract 3** |
| Contract Start date | |  |  |  |
| Contract completion date | |  |  |  |
| **Description of contract 1** | | | |  |
| [TENDERER TO INSERT RESPONSE] | | | | |
| **Description of contract 2** | | | |  |
| [TENDERER TO INSERT RESPONSE] | | | | |
| **Description of contract 3** | | | |  |
| [TENDERER TO INSERT RESPONSE] | | | | |

|  |  |  |
| --- | --- | --- |
| **SA**  **Section 7** | **Modern Slavery Act 2015:** **Requirements under Modern Slavery Act 2015** | |
| Note to Tenderer: **PASS/FAIL Section**  **This section will be evaluated as a whole** | | |
| 7.1 | Are you a relevant commercial organisation as defined by section 54 ("Transparency in supply chains etc.") of the Modern Slavery Act 2015 ("the Act")?  N/A = PASS  Yes = Answer 7.2 | Yes ☐  N/A ☐ |
| 7.2 | If you have answered yes to question 7.1 are you compliant with the annual reporting requirements contained within Section 54 of the Act 2015?  YES=PASS  NO= REVIEW & FAIL IF EXPLANATION UNACCEPTABLE | Yes ☐  Please provide the relevant url …  No ☐  Please provide an explanation |

**8. Additional Questions**

Suppliers who self-certify that they meet the requirements to these additional questions will be required to provide evidence of this if they are successful at contract award stage.

|  |  |
| --- | --- |
| **SA Section 8** | **Additional Questions** |
| **8.1** | **Insurance**  Note to Tenderer: **PASS/FAIL Section Self-certification**  YES/COMMIT TO OBTAIN = PASS, NO=FAIL |

|  |  |
| --- | --- |
| 8.1.1 | Please self-certify whether you already have, or can commit to obtain, prior to the commencement of the contract, the levels of insurance cover indicated below:  Employer’s (Compulsory) Liability Insurance = Minimum £5 Million\*  Yes ☐ No ☐ N/A ☐ Commit to Obtain ☐  Public Liability Insurance = Minimum £ 2 Million  Yes ☐ No ☐ Commit to Obtain ☐  Professional Indemnity Insurance – Minimum £ 2 Million  Yes ☐ No ☐ Commit to Obtain ☐  Product Liability Insurance – Minimum £ 2 Million  Yes ☐ No ☐ Commit to Obtain ☐  \*It is a legal requirement that all UK companies hold Employer’s (Compulsory) Liability Insurance of £5 million as a minimum. |

# SCHEDULE 2 – PRICING SCHEDULE

|  |  |
| --- | --- |
| **PRI Total Tender Sum**  Note to Tenderers: **SCORED Question Evidence Required** | **Weighting 70%** |
| **PRI.1** Please provide an itemised quote for the equipment and services to be provided. | |
| PR1.1 Guidance:  Please provide itemised pricing for each element of the Hardware Battery Stacks, and (optional) Hardware PCS, EMS and Transformer to be provided and any ancillaries / services to be provided.  All prices shall be stated in pounds sterling and exclusive of VAT.  Please note: Should the proposed service be deemed unsustainable based on the pricing provided, then the Tender may be disqualified. | |
| [TENDERER TO INSERT DOCUMENT REFERENCE] | |

# SCHEDULE 3 – METHOD STATEMENTS

**SCORED QUESTION TEMPLATE-**

|  |  |
| --- | --- |
| **MS1:**  **Provision of suitable Battery Energy Storage System (and ancilliaries).**  Note to Tenderers: **SCORED question** | **Weighting: 15%** |
| MS1.I Assessment Guidance: Please provide detail on your proposed approach to delivering a suitable system to meet the needs and objectives of CORE Capricorn.  Your response should include reference to:   * The operating benefits of your system * The track record of your system   Please provide any links and or supporting documents. | |
| [TENDERER TO INSERT RESPONSE] | |

|  |  |
| --- | --- |
| **MS2:** Please explain how you would support CORE Capricorn through installation, commissioning and operational phases of work?  Note to Tenderers: **SCORED question** | **Weighting:**  **5%** |
| MS2.I Assessment Guidance:  Your response should include reference to:   * Your track record of delivery * The ancillary support / services you are able to provide to support delivery * Your capacity to provide a package of ongoing services (to be contracted separately). * The warranties that can be offered and the restrictions or constraints of these warranties. | |
| [TENDERER TO INSERT RESPONSE] | |

|  |  |
| --- | --- |
| **MS3:**  **Provision of appropriate equipment warranties** | **Weighting:**  **2.5%** |
| **MS3.1** Please confirm that equipment warranties will be provided including, limited product warranties for all key equipment:   * Battery Energy Storage System (5 years) * PCS (5 years) * Transformer (3 year) * EMS (1 year)   Please confirm that the Battery Energy Storage System warranty will cover the system for 300 full cycles per year.  Note to Tenderers: **PASS/FAIL Question**  **YES= PASS, No=FAIL** | YES/NO |

|  |  |
| --- | --- |
| **MS4:**  **Provision of ongoing support including repairs and spare parts** | **Weighting:**  **2.5%** |
| **MS4.1** Please confirm if a repair is needed, the manufacturer shall provide the necessary spare parts and assume responsibility for the repair service under the warranty  Note to Tenderers: **PASS/FAIL Question**  **YES= PASS, No=FAIL** | YES/NO |

|  |
| --- |
| **SCHEDULE 4 - FORM OF TENDER** |
| Note to Tenderers: **PASS/FAIL Schedule**  Signed Declaration attached=PASS; Signed Declaration not attached=FAIL |

## Provision of CORE CAPRICORN – 3MW Battery Energy Storage System

## To: Environmental Finance Limited

1-45 Durham Street

W106 Vox Studios

1. London
2. SE11 5JH
3. I/We …………………………………………………
4. Carrying on business at
5. ……………………………………………………………
6. ……………………………………………………………

……………………………………………………………

## Having examined the Tender Documents for the performance of the above service, we offer to carry out the said Service in conformity, without qualification, therewith for the sum/sums enclosed in the itemised quotation.

## We agree that the insertion by us of any conditions qualifying this Tender or any unauthorised alteration to any of the Tender documents shall not affect the Contract and may cause theTender to be rejected.

1. We agree that this Tender shall remain open to be accepted or not by CORE and shall not be withdrawn for a period of 6 weeks from this date.
2. Unless and until a formal agreement is prepared and executed, the Tender together with CORE and the Council’s written acceptance thereof, shall constitute a binding Contract between the two parties

## We understand you are not bound to accept the lowest Tender or any Tender you may receive and you will not pay any expenses incurred by us in connection with the preparation and submission of this Tender.

## Signed …………………………………………………………………………..

## Print Name ……………………………………………………………………….

## Date ……………………………………………………………………………….

## in the capacity of ……………………………………………………………….

## duly authorised to sign Tenders and give such certificates for and on behalf of

## (in BLOCK CAPITALS) ………………………………………………………….

## Telephone No. ……………………………………………………………………

## Postal Address ……………………………………………………………………

**Schedule 5 - Declarations**

|  |
| --- |
| Note to Tenderers: **PASS/FAIL Schedule EVIDENCE REQUIRED** |

|  |
| --- |
| **6.1 Declaration of Direct or Indirect Interest** |
| Signed Declaration without conflict/conflict negligible = **PASS**  Fail to sign Declaration/conflict high risk = **FAIL** |
| 1. Definition: 2. *Conflict of Interest – A set of circumstances that creates a risk that an individual’s ability to apply judgement or act in one role is, or could be, impaired or influenced by a secondary interest. The perception of competing interests, impaired judgement or undue influence can also be a conflict of interest’[[4]](#footnote-4)* 3. I/We hereby certify that to the best of my/our knowledge and belief, no person or persons who is a Councillor, Officer, Servant or Agent has any direct or indirect interest in or connection with the Tenderer.   OR  I/We do have an interest to declare as set out below. I/We agree to notify Plymouth City Council of any changes to the interest declared below.  .......................................................................................................................................................................................  .......................................................................................................................................................................................  The above interest is a potential conflict because:  .......................................................................................................................................................................................  ....................................................................................................................................................................................... |

|  |
| --- |
| **6.2 Declaration of Non-canvassing** |
| Signed Declaration attached = **PASS**  Signed Declaration not attached = **FAIL** |
| 1. I/We hereby certify that I/We have not and will not canvass or solicit any Member, Officer or Employee of the Council in connection with the preparation, submission and evaluation of this Tender or award or proposed award of the Contract and that to the best of my knowledge and belief, no person employed by me/us or acting on my/our behalf has done or will do such an act. |

|  |
| --- |
| **6.3 Suitability Assessment Declaration** |
| Signed Declaration attached = **PASS**  Signed Declaration not attached = **FAIL** |
| I declare that to the best of my knowledge the answers submitted and information contained in schedules **1** are correct and accurate.  I declare that, upon request and without delay; I will provide the certificates or documentary evidence referred to in the schedule(s).  I understand that the information will be used to assess my organisation’s suitability and if my organisation is awarded a ‘fail’ on any of the pass/fail criteria that my organisation will be disqualified from the procurement.  I understand that the authority may reject this submission in its entirety if there is a failure to answer all the relevant questions fully, or if false/misleading information or content is provided in any section.  I am aware of the consequences of serious misrepresentation. |

|  |
| --- |
| **6.5 Collusive Tendering Declaration** |
| Signed Declaration attached = **PASS**  Signed Declaration not attached = **FAIL** |
| We certify that this is a bona fide Tender, and that we have not fixed or adjusted the amount of the Tender by or under or in accordance with any agreement or arrangement with any other person. We also certify that we have not done and we undertake that we will not do at any time before the hour and date specified for the return of this Tender any of the following acts:-  Communicating to a person other than the person calling for those Tenders the amount of approximate amount of the proposed Tender, except where the disclosure, in confidence, of the approximate amount of the Tender was necessary to obtain insurance premium quotations required for the preparation of the Tender.  Offering or paying or giving or agreeing to pay or give any sum of money or valuable consideration directly or indirectly to any person for doing or having done or causing or having caused to be done in relation to any other Tender or proposed Tender for the said work any act or thing of the sort described above.  In this declaration the word "person" includes any persons and any body or association, corporate or unincorporated; and "any agreement or arrangement" includes any such transaction, formal or informal, and whether legally binding or not. |

|  |
| --- |
| **By signing below you are agreeing with the statements made within Schedule 5** |

1. **Signed……………………………………………………………………………….**

**Print Name ………………………………………………………………………..**

1. **Date ………………………………………………………………………………...**
2. **In the capacity of ……………………………………………………………….**
3. **duly authorised to sign Tenders and give such certificates for and on behalf of**
4. **(BLOCK CAPITALS) ………………………………………………………….**
5. **Telephone No ……………………………………………………………………**
6. **Postal Address ……………………………………………………………………**
7. **………………………………………………………………………………………**

1. See EU definition of SME <https://ec.europa.eu/growth/smes/business-friendly-environment/sme-definition_en> [↑](#footnote-ref-1)
2. UK companies, Societates European (SEs) and limited liability partnerships (LLPs) will be required to identify and record the people who own or control their company. Companies, SEs and LLPs will need to keep a PSC register, and must file the PSC information with the central public register at Companies House. [See PSC guidance](https://www.gov.uk/government/publications/guidance-to-the-people-with-significant-control-requirements-for-companies-and-limited-liability-partnerships). [↑](#footnote-ref-2)
3. [↑](#footnote-ref-3)
4. National Audit Office [↑](#footnote-ref-4)