

**PART D**

**APPENDIX A: CERTIFICATE AS TO CANVASSING OF MEMBERS,**

**EMPLOYEES AND ADVISERS**

**Tender for the drainage and landscaping of an extension to Galleywood and Great Baddow Lawn Cemetery, Vicarage Lane, Chelmsford, CM2 7SU grid reference 572553, 203861.**

We hereby certify that I/we have not canvassed any Members, employee or adviser of Great Baddow Parish Council in connection with the award of the contract to perform the Service and that no person employed by us or acting on our behalf has done any such act.

We further hereby undertake that I/we will not canvass any Member, employee or adviser of Great Baddow Council in connection with the award of the contract to perform the Service and that no person employed by us or acting on our behalf has done any such act.

Signature .....

Firm or Company .....

Dated ..... 2019

## PART D

### **APPENDIX B: TENDER CERTIFICATE**

To: Chairman of the Council  
Great Baddow Parish Council  
Parish Hall  
19 Maldon Road  
Great Baddow  
Essex  
CM2 7DW

Dear Sir or Madam,

#### **Tender for the drainage and landscaping of Great Baddow Cemetery Extension,**

I/We recognise that the essence of this tendering exercise is that Great Baddow Parish Council shall receive bona-fide competitive tenders from all those tendering.

In recognition of this principle, I/we certify that this is a bona-fide tender, intended to be competitive, and that I/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. I/We also certify that I/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:

- (a) Communicate to a person other than the person calling for those tenders the amount or 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.
- (b) Enter into any agreement or arrangements with any other person that he shall refrain from tendering or as to the amount of any tender to be submitted
- (c) Offer or pay or give or agree to pay any sum or valuable consideration directly or indirectly to any person for doing or having done or causing 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 certificate, the word "person" includes any persons or anybody or association, corporate or non-corporate, and "any agreement or arrangement" includes such transaction, formal or informal, and whether legally binding or not.

Signature .....

Firm or Company .....

Dated ..... 2019

