**Form of Tender**

**General Aerospace Legal Panel**

|  |
| --- |
| **Form of Tender** |
| To be returned by 15:00 on the 9th December 2021. |
|  |  |  |
| [insert company name] | [insert address] |
| [insert point of contact] |
| [insert email address] |
| [insert telephone number] |
|  |  |  |
| ITT: 822 – General Aerospace Legal Panel |
| **Interpretations**1. Except where specified or the context required, capitalised expressions in this Form of Tender shall have the meaning given to them in the definitions of this ITT.

**Declarations**1. We have examined the ITT and accompanying schedules set out in this ITT and hereby offer to provide the Services specified in this ITT and in accordance with the attached documents to the Authority commencing [insert date] for the period specified in this ITT.
2. If this Tender is accepted, we will execute the Contract and any other documents required by the Authority following the end of the standstill period, if applicable.
3. We agree that:
4. before executing the Contract in the form set out in this ITT, the formal acceptance of this tender in writing by this Authority or such parts as may be specified, together with the documents attached shall comprise a binding contract between the Authority and us;
5. pursuant to EU Directive 1999/93/EC (Community Framework for Electronic Signatures) and the Electronic Communications Act 2009, the Contract may be executed electronically using the Authority’s electronic tendering and contract management system;
6. we are legally bound to comply with the confidentiality provisions set out in this ITT;
7. any other terms or conditions or any general reservation which may be provided in any correspondence sent by the Authority in connection with this Procurement shall not form part of this Tender without the prior written consent of the Authority;
8. the Tender shall remain valid for 180 days from the closing date for Tenders specified in this ITT; and
9. the Authority may disclose our information and documents (submitted to the Authority during the Procurement) more widely within Government for the purpose of ensuring effective cross-Government Procurement processes, including value for money and related purposes.
10. We confirm that:
11. there are no circumstances affecting our organisation which could give rise to an actual or potential conflict of interest that would affect the integrity of the Authority’s decision making in relation to the award of the Contract; or
12. if there are, or may be such circumstances giving rise to an actual or potential conflict of interest we have disclosed this in full to the Authority.

We undertake and it shall be a condition of the Contract that:1. the amount of our tender has not been calculated by agreement or arrangement with any person other than the Authority and that the amount of our tender has not been communicated to any person until after the closing date for the submission of tenders and in any event not without the consent of the Authority;
2. we have not canvassed and will not, before the evaluation process, canvass or solicit any member or officer, employee or agent of the Authority or other contracting authority in connection with the award of the Contract and that no person employed by us has done or will do any such act; and
3. made arrangements with any other party about whether or not they may submit a tender except for the purposes of forming a joint venture.

I warrant that I am authorised to sign this tender and confirm that we have complied with all the requirements of this ITT. |
| **Signed** |  |
| **Print Name** |  |
| **Dated** |  |
| **In the Capacity of** |  |
| **Authorised to sign Tender for and on behalf of** |  |