**Appendix A**

**FORM OF TENDER**

The Supply of a Workforce Management Solution and Associated Services for Princess Alexandra Hospital NHS Trust

**[Insert name of Bidder]** (‘the Bidder’) of **[insert address of Bidder]**

**Agrees:**

**1.** That this offer and any contracts arising from it shall be subject to the Crown Commercial Service (CCS) Workforce Management framework terms of agreement (reference RM1072), and all other terms (if any) issued with the further competition document; and

**2.** to supply the goods and/or services in respect of which its offer is accepted (if any) to the exact quality, sort and price specified in the Offer/Tender Schedule in such quantities, to such extent and at such times and locations as ordered; and

**3.** that this offer is made in good faith and that the Bidder has not fixed or adjusted the amount of the offer by or in accordance with any agreement or arrangement with any other person. The Bidder certifies that it has not and undertakes that it will not:

**4.** communicate to any person other than the person inviting these offers the amount or approximate amount of the offer, except where the disclosure, in confidence, of the approximate amount of the offer was necessary to obtain quotations required for the preparation of the offer, for insurance purposes or for a contract guarantee bond;

**5.** enter into any arrangement or agreement with any other person that he/she or the other person(s) shall refrain from making an offer or as to the amount of any offer to be submitted.

Dated this **[insert day]** day of **[insert month and year]**

Name (print):

Signature:

Job Title: