



**Financial Conduct Authority**

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Dear Supplier

**Invitation to Tender Letter: TEN-16-101 Re: FCA website testing 2016-17**

1. You are formally invited by the Financial Conduct Authority (herein after called "The FCA") to submit a tender for a provision of services titled the FCA website testing 2016-17. The FCA is looking for a Supplier who can demonstrate that they have the experience, capacity and expertise to do so. Further details are attached in the Statement of Requirements.
2. Whilst every endeavor has been made to provide Suppliers with an accurate description of the requirement you are requested to form your own conclusions about the methodologies and resources needed to meet the requirement. The FCA cannot accept responsibility for your assessment of the services required. However please contact Procurement via Bravo Solution, if you have any doubt as to what is required or will have difficulty in providing the information requested.
3. Your response must be submitted through the FCA's eProcurement system hosted by Bravo Solutions to arrive **by 17:00 on the 12/12/16**. The response should remain open for acceptance for 180 days as a response valid for a shorter period may be rejected. Bidders are also reminded that all proposals are provided at the expense of the Supplier.

4. Finally, you are advised that nothing herein or in any communication made by or on behalf of the FCA to any other party shall be taken as constituting a contract, agreement or representation between the FCA and any other party (save for a formal award of the contract made in writing by or on behalf of the FCA) nor shall they be taken as constituting a contract, agreement or representation that a contract of supply or services shall be offered in accordance herewith or at all.

Yours sincerely

Procurement