

**Attachment 2f – Certificate of Past Performance (Lot 3)**

**RM6168 Estates Management Services**

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| **Lot Title: Agency and Lease Management** | |
| **Name of Bidder:** | [Bidder’s name] |
| **Section A - To be completed by the Bidder** | |
| **Certificate of Past Performance - details of the contract, to be certified by the Customer in Section B.**  **Note:**  **The contract must:**   * **have been completed between November 2017 to November 2020** **or, represent a live contract with a commencement date of no later than November 2019; and** * **have a value which exceeds £50,000** * **reference two (2) High Level Descriptions that were delivered in satisfying the requirements of the contract** | |
| **Name of Customer:** | [Customer name] |
| **Name of Bidder:** | [Supplier name] |
| **Contract title:** | [Contract title] |
| **Contract start date:** | [dd/mm/yyyy] |
| **Contract end date:** | [dd/mm/yyyy] |
| **OJEU Award Notice reference or**  **Contracts Finder reference:**  **(for Public Sector Contracts only)** | OJEU Award Notice reference:  e.g. 2011/S 239-387260 |
| **Contract value:** | £ |
| |  | | --- | | **Lot 3 Service Types**  You are required to list in the text box below the two (2) applicable High Level Descriptions that you delivered in satisfying the contract requirements.  A list of High Level Descriptions Types for all Lots is available in Attachment 9 – Framework Schedule 1 (Specification). | |  | | |
| Please describe the Services performed under the contract and highlight **in bold type** where you refer to specific Service Line(s) associated with the corresponding High Level Description(s) in the box below. A maximum of 500 words in Arial font size 11 is permitted**.** | |
| [Insert contract description] | |
| **Section B - To be completed by the Customer** | |
| **Certificate of Past Performance - Customer contact details**  **(for further clarification, if required)** | |
| **Customer contact name:** | [name of Customer contact] |
| **Customer address:** | [Customer address] |
| **Customer direct line:** | [Customer telephone number] |
| **Customer email:** | [Customer email] |
| **Customer confirmation** | |
| We hereby certify that, to the best of our knowledge and belief, the supplier has satisfactorily supplied the services and delivered the deliverables and the outcomes described above in accordance with the contract. | (Authorised signature and date including the title of the individual who has signed)  **Signed: ……………………………………..**  **Name: ……………………………………..**  **Title: ……………………………………..**  **Date: ……………………………………..** |
| **Guidance for Customers confirming Certificate of Past Performance** | |
| Whilst the information in this certificate has been provided in good faith and in the belief that it is truthful and accurate, the Customer does not assume any responsibility or any liability nor make any guarantee, representation or warranty as to the contents of this Certificate of Past Performance. | |