

Quotation Opportunity

Title: Ref:

Deadline Date: Friday 12th March 2021 Deadline Time: 4pm

CIOS Contact: Tanya Saker Variants Bids Accepted: **No**

Phone: 01720 424450 Email: infrastructure@scilly.gov.uk

Response Form

**1. A completed copy of the Expression of Interest Form** to procurement@scilly.gov.uk or post it to the address at the bottom of this page.

**2. A written Method Statement**

The Method Statement (in the box below) describing any “added value services” you intend to include as part of the tender bid. For example, household collections and the implementation of measures and initiatives to manage and reduce waste on the island as well as increasing rates of recycling and reuse.

The costs, if any, for these additional services should be included in the relevant section of the tender submission along with any itemised costs (if there is a financial impact).

|  |
| --- |
| Method Statement  |
|  |

|  |  |  |  |
| --- | --- | --- | --- |
| Milestone |  |  |  |

|  |
| --- |
| Method Statement continued…. |
|  |

**3. Please set out your proposed contract price**

|  |  |
| --- | --- |
| Description | Cost (£) |
|  |  |
|  |  |
|  |  |
|  |  |
| Total £ |  |

\*Please note that only the Total Price is evaluated and that any breakdown is purely for budgetary/information purposes

**4. The following information (required by the Authority to undertake due diligence checks).**

|  |  |
| --- | --- |
| Due Diligence |  |
| Full company name  |  |
| Registered address |  |
| VAT number (if applicable) |  |
| Company Registration Number |  |

**5. Declaration/s**

**5.1 I recognise I am willing to be bound by the terms and conditions of this quote (see enclosed Terms & Conditions)**

------------------------------------------------------ (Signature) ……………………………….. (date)

**5.2 I confirm I have not been convicted of any offences stated in Regulation 23 of the Public Contract Regulations 2006 and any amendment (see condition 16 and the declaration section of the terms and conditions)**

------------------------------------------------------ (Signature) ……………………………….. (date)

All submissions are to be submitted as a paper copy to: Chief Executive, Council of the Isles of Scilly, Town Hall, St Mary's, TR21 0LW. Quotations should be recieved prior to the deadline date identified on page 1 of this form.

Envelopes should make reference to the name of the quotation opportunity and should be marked do not open automatically on receipt.

Quotations are expected to be held for 1 month from the deadline date. The Council reserves the right to conduct a search with a credit reference agency to determine the financial status of the preferred bidder.