



Annex C - Form of Tender Response

Tenderers submitting a quotation are required to provide their quotation and supporting information in a format which clearly details:

Programme

Provide a quotation for the supply and installation of tennis court fencing, Thanckes Park, Torpoint, Cornwall in line with the programme detailed in Annex A Scope of Works. Please advise availability to commence proposed works.

Total Price

Provide complete pricing for all works.

Risks, Assumptions, Issues and Dependencies

Provide details of any risks, assumptions, issues that are relied on in the formulation of your Tender Response. Please detail any Torpoint Town Council dependencies.

Specific Exclusions

Provide details of any specific exclusions which are not included within the programme or price.

Supporting Information

Please provide the Quality Assurance Certification / Trade Body Certification you hold, both now and expect to hold at contract award.

Submitted to:

Please forward tender response **via email**, addressed to tender@torpointtowncouncil.gov.uk, by **midday on Tuesday 2nd February 2021** or **via post** to Town Clerk & RFO, Torpoint Town Council, 1 – 3 Buller Road, Torpoint PL11 2LD, clearly marked **Tennis Court Fencing**.

To: Torpoint Town Council

Quotation – to undertake the supply and installation of tennis court fencing, Thanckes Park, Torpoint, Cornwall, more details are in the Scope of Requirements at Annex A.

I/we

Of

Address

.....

.....

Post Code

Telephone

e-mail

Make the following offer to undertake:

- i) The removal of existing tennis court fencing:
- ii) The supply and installation of replacement fencing at the tennis courts (as per the diagram provided):

Fencing 1, 2, 3 and 4 plus gates A + B

- iii) Disposal of all waste from site:

I submit a quotation of: £.....+ VAT

Signed

Date