

05 Tender Return Checklist

Tenderers shall ensure that all of the following documents and information are included within their Tender submission. Failure to provide the information requested may result in the Tender being deemed non-compliant and excluded from further consideration.

Ref.	Document / Information Required	Included (✓)
1	Completed and signed Form of Tender	☐
2	Fully priced Bill of Quantities	☐
3	Programme and Phasing Proposal	☐
4	Confirmation of acceptance of the Contract Conditions without qualification	☐
5	Evidence of current Tax Clearance	☐
6	Copies of insurance certificates meeting the requirements of the Tender Documents	☐
7	Safety Statement	☐
8	Examples of similar completed projects	☐
9	Client references for similar completed projects	☐
10	Confirmation as to whether a site visit was undertaken, including the date of the visit and the name of the Tenderer's representative who attended (if applicable)	☐
11	Any clarifications, declarations or supplementary information requested through the e-tendering process	☐

Tenderer's Declaration

The Tenderer confirms that the Tender submission includes all documents and information required by the Tender Documents and that the information provided is true and accurate to the best of its knowledge and belief.

Tenderer's Name

Signature

Authorised Signatory

Position

Date