

FORM OF TENDER: PROJECT ORGANISER SERVICES**Project:** Middleton Hall & Gardens Master-plan**Role:** Project Organiser Services**Client:** Middleton Hall Trust**Tender Return to:** Middleton Hall Trust
Middleton
Tamworth
Staffordshire
B78 2AEto arrive not later than 2.00pm on Friday 19th October 2018**Number required:** FOUR hardcopies of your Form of Tender and proposal**Email Return to:** an electronic copy of your Form of Tender and proposal to be sent to:
1) joanna.habart@middleton-hall.co.uk
2) dudleyr789@gmail.com

We hereby undertake to provide services as detailed in the enclosed proposal, in accordance with section 3 of the Specification for Project Organiser Services dated September 2018 and subsequent Additional Information updates, for the all-inclusive sum (before VAT) of:

(in words)

(in figures) £

The proposed lead consultant for Project Organiser Services is:

.....
 Fee scales to Project Organise delivery of the Master-plan, with separate rates for each of the phases, are as follows.

Project Phase	Fee scale (%)
HLF Project Development
HLF Project Delivery

Any additional work beyond the scope of work detailed by the tender specification will be at the following daily fee rates.

Professional role	Name	Daily fee (£)
.....	£
.....	£
.....	£
.....	£
.....	£
.....	£

The above fee scales, and fee rates include / exclude [delete as applicable] expenses; any expenses that are excluded are defined below.

.....

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In the event of our tender being accepted we would be prepared to enter into a contract embodying all the terms and conditions included in the tender specification and would complete the work within the timescale prescribed within that document.

We agree that this tender remains open for acceptance for 180 days from the submission date and all fixed fees, fee rates and fee scales stated above shall remain firm for the whole life of the project. We also understand that Middleton Hall Trust is not bound to accept this or any other offer, or to refund any expense in connection with it.

We understand that any interest or personal relationship within our company with any member or any staff of Middleton Hall Trust does not preclude us from submitting a tender and is declared here. We understand that failing to declare such information may result in dismissal of the tender. Declaration of any interest or personal relationship:

.....
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Company:

Address:

.....

Postcode:

Name (please print):

Signature:

Job Title:

Date: