



## SECTION 2 - TENDER QUESTIONNAIRE

### Section 1                      Contact details and declaration

Contact name .....  
Name of organisation .....  
Role in organisation .....  
Phone number .....  
E-mail address .....  
Postal address .....  
.....

I declare that to the best of my knowledge the answers submitted and information contained in this document are correct and accurate.

I declare that, upon request and without delay I will provide the certificates or documentary evidence referred to in this document.

I understand that the information will be used in the selection process to assess my organisation's suitability to be invited to participate further in this procurement.

I understand that the authority may reject this submission in its entirety if there is a failure to answer all the relevant questions fully, or if false/misleading information or content is provided in any section.

I am aware of the consequences of serious misrepresentation.

Signature .....  
Date .....



**Section 2**

**Potential supplier information**

Full name of the potential supplier submitting the information .....

Registered office address (if applicable) .....  
.....  
.....

Registered website address (if applicable) .....

Trading status (please tick)

- public limited company
- limited company
- limited liability partnership
- other partnership
- sole trader
- third sector
- other (please specify your trading status) .....

<input type="checkbox"/>
<input type="checkbox"/>
<input type="checkbox"/>
<input type="checkbox"/>
<input type="checkbox"/>
<input type="checkbox"/>

- VCSE (Voluntary Community Social Enterprise)
- SME (Small, Medium or Micro Enterprise)

<input type="checkbox"/>
<input type="checkbox"/>

Company registration number .....



**PEAK  
DISTRICT**  
NATIONAL  
PARK

### Section 3

### Selection Questions

Are you able to provide a copy of your audited accounts for the last two years, if requested?

Yes	<input type="checkbox"/>
No	<input type="checkbox"/>

#### **Quality Criteria (see Tender Evaluation for % weighting)**

Please provide a summary of the proposed methodology and/or programme of works including confirmation of site supervision arrangements and supervision of sub-contractors in a statement below not more than 500 words or attached

Evidence of appropriate previous experience and expertise in the form of examples and a statement below of no more than 500 words:



**Relevant experience and contract examples**

Please provide details of up to two contracts from the past five years.

The named contact provided should be able to provide written evidence to confirm the accuracy of the information provided below.

	<b>Contract 1</b>	<b>Contract 2</b>
Name of customer organisation		
Point of contact in the organisation		
Position in the organisation		
E-mail address		
Description of contract		
Contract Start date		
Contract completion date		
Estimated contract value		

If you cannot provide at least one example, in no more than 500 words please provide an explanation e.g. your organisation is a new start up.



Provide full details of any sub contractors intended to be used on site (i.e. any persons that are not employed members of staff). This should include all sub-contracted labour and trades who will enter the site at any time.

If sub-contractors are intended to be used, please supply details of their management arrangement.

**Health and Safety**

Please self-certify that your organisation has a Health and Safety Policy that complies with current legislative requirements.

YES

NO

**Insurance**

Please self-certify whether you have or can commit to obtain before the commencement of any contract the levels of insurance set out in the Conditions.

YES

NO

**Planning**

Has the organisation had any enforcement action taken against it in the last three years?

YES

NO

**GDPR**

General Data Protection Regulations came into force on 25 May 2018.

Please confirm if you are aware of the obligations that will apply to your organisation.

YES

NO



**Section 4(a)**

**Grounds for mandatory exclusion\***

The detailed grounds for mandatory exclusion of an organisation are available on request, which should be referred to before completing these questions.

Please indicate if, within the past five years you, your organisation or any other person who has powers of representation, decision or control in the organisation been convicted anywhere in the world of any criminal offence, corruption, fraud, terrorist offence of funding, money laundering or human trafficking:

Yes	<input type="checkbox"/>
No	<input type="checkbox"/>

Has it been established that the organisation is in breach of obligations related to the payment of tax or social security contributions?

Yes	<input type="checkbox"/>
No	<input type="checkbox"/>

If you have answered yes to either question above please provide further details.

Date of conviction, specify which of the grounds listed the conviction was for, and the reasons for conviction, the identity of who has been convicted:



**Section 4(b)**

**Grounds for discretionary exclusion\***

The detailed grounds for discretionary exclusion of an organisation are available on request, which should be referred to before completing these questions.

Please indicate if, within the past three years, anywhere in the world any of the following situations have applied to you, your organisation or any other person who has powers of representation, decision or control in the organisation.

Breach of environmental, social or labour law obligations,	Yes	<input type="checkbox"/>
Bankrupt or is the subject of insolvency or winding-up proceedings	No	<input type="checkbox"/>
Guilty of grave professional misconduct or distorting competition?		

If you have answered yes to the question above, please provide further details including what measures have been taken to demonstrate the reliability of the organisation despite the existence of a relevant ground (Self-cleaning).

\*This Questionnaire is a self-declaration made by you that you do not meet any of the grounds for exclusion or if you do, you are given the opportunity to provide an explanation and measures taken (self-cleaning). This declaration also includes and relates to those sub contactors upon which you wish to rely.