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DISTRICT
NATIONAL PARK AUTHORITY

Tendering for Local Moorland Contracts – a step by step guide – Deborah Shaw

Paperwork and small print, the tender and contract process and what you need to know about Gangmaster's Licence

Form of Tender

- A lot of paper!
- Section 1 – Form of Tender
- Section 2 – Form of Agreement
- Section 3 – Objectives, Specification and detailed conditions
- Section 4 - Standard terms and conditions
- Section 5 - How to submit a tender
- Attachments

Section 1 – Form of Tender

- The ‘tender return’
- This (and supporting documentation) will be evaluated by MFF

Section 2 – Form of Agreement

- “Intentionally left blank”
- Converts tender return into a contract
- Attached at the end of the tender package

Section 3 – Project Objectives, Detailed Specification and Conditions

- The where and how of works/supplies
- Split into 3 parts:
 - Part A – Project Objectives
 - Part B - Detailed Specification
 - Part C - Detailed conditions

Section 4 – Standard terms and conditions

- The “small print”
- Standard for all Moors for the Future contracts
- Ones to remember....

Section 5 – Information and instructions on submitting a tender

- How
- Where
- When



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Attachments

- Location maps/plans
- Health and safety
- Policies/regulations

Gangmasters Licence

- Applies where:
- ‘A’ supplies a worker to ‘B’ to
carry out work on agricultural/grazing/meadow or
pasture land and woodlands
- How to apply for a licence