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| --- | --- | --- |
|  | Enquiries to: | Tony Byers / Graeme Bell |
| DDI: |  0151 255 1444 |
| Email: | procurement@merseysidewda.gov.uk  |
| DOC ID | 20794 |
| Our Ref: | SIT/500 |
| Your Ref: | - |
| Date: | 3rd March 2022 |
| Dear Sirs |
|  |
| **Re:** | **Merseyside Waste Disposal Authority****PROVISION OF ANALYTICAL SERVICES** |
|  |

I am pleased to invite you to submit your Tender for the above works.

The Tender documents comprise of:-

1. Instructions for Tendering
2. Conditions of Contract
3. Form of Tender Agreement incorporating Collusive Tendering Certificate
4. Form of Agreement
5. Specification
6. Contractor Information Pack

The appraisal of the tender submission will be weighted 70% - 30%

* 70% in favour of the Schedule of Rates
* 30% in favour of the Contractor Information Pack.

The appraisal of the Contractor Information Pack will be weighted 60% - 40%

* 60% of the score allocated to Technical Resource and Experience
* 40% of the score allocated to Health & Safety, Quality and the Environment.

Tenders shall be returned in accordance with the Instructions for Tendering to:

 The Chief Executive

 Merseyside Waste Disposal Authority

 7th Floor No 1 Mann Island

Liverpool, Merseyside, L3 1BP

Tender shall be returned no later than **12:00 Noon on Monday 25th March 2022.** It is important that this envelope is not franked or marked in any way so as to indicate your identity.

The period of Validity of Tenders shall be 8 weeks from the date of return. However, should circumstances prevent the acceptance of the appropriate tender during such period the Authority may, with the agreement of the appropriate tenderer, accept a tender on a date after the termination of the said validity period.

Any amendments to the documentation during the tender period will be posted on the Authority’s website at [www.merseysidewda.gov.uk](http://www.merseysidewda.gov.uk).

Yours faithfully



Tony Byers

Estates Manager

**On behalf of the Chief Exec**



Merseyside Recycling and Waste Authority is the public facing name for Merseyside Waste Disposal Authority, which is a statutory

Joint Waste Disposal Authority under the Local Government Act 1985

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