



Tavistock Town Council

Working for the local community

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11th June 2020

Good Afternoon,

Tavistock Town Council is seeking quotes from suitably experienced and qualified service providers/brokers to supply electricity and gas renewal prices to all its sites (see Electricity - Appendix 1 and Gas – Appendix 2).

The work comprises the pricing of electricity and gas for all Tavistock Town Council sites as denoted in Appendix 1 and Appendix 2. The contract shall run for a period of 36 months from 31st July 2020.

You should provide evidence of your quality insurance documentation which will also demonstrate your experience in providing best value within this sector with local authorities, outlining the pricing strategy and any recommendations to provide a more consolidated and efficient energy service contract, e.g. use of modern technology to monitor and manage consumption.

The deadline for receipt of written quotes and recommendations outlined in a report format (email is not acceptable) is 12 noon Tuesday 30th June 2020.

Please submit your quote in writing in a sealed envelope marked 'CONFIDENTIAL – GAS & ELECTRICITY QUOTE' to: The Proper Officer, Tavistock Town Council, Town Council Offices, Drake Road, Tavistock, PL19 0AU.

Please Note: If hand delivered, the offices are currently closed due to the pandemic but there is an letterbox clearly marked at the front entrance.

The contract will be awarded on best value and not necessarily the lowest price.

For further information please contact Wayne Southall on 01822 616134 or email wayne.southall@tavistock.gov.uk

Please note prospective tenderers are prohibited from contacting staff or councillors to canvass or encourage support for their tender outside of the prescribed process.

Yours Sincerely

Wayne R. C. Southall MBA (Open) BEng (Hons) Dip NEBOSH
General Manager

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