

KIRKBURTON PARISH COUNCIL
Burton Village Hall
Northfield Lane
Highburton
Huddersfield HD8 0QT

CONTRACT FOR REPLACEMENT GATE POSTS
AT THE ENTRANCE TO GRANGE MOOR ALLOTMENTS

RESPONSE FORM

Quoted Price for the works described in the Specification: £.....

Cost of any additional items not specified above £.....
(please give details on an attached sheet)

Please complete in block capitals (except for the email address)

Name:	
Firm (if applicable):	
Address:	
Post Code:	
Tel:	
Mobile:	
Email:	

Please complete this form and return to Mrs A Royle, Clerk to the Council, Kirkburton Parish Council, Burton Village Hall, Northfield Lane, Highburton, Huddersfield HD8 0QT.
Email: clerk@kbpc.co.uk

DOCUMENTS TO BE INCLUDED:

- A copy of the Public Liability Insurance cover
- Risk assessments covering all aspects of the work
- Copies of all relevant licences held
- Contact details of three referees for whom similar work has been undertaken with details of the jobs completed, unless the firm is known to the Council

Kirkburton Parish Council must comply with the Freedom of Information Act 2000, which means that some of the details contained within this form, may be need to be supplied to third parties after the contract has been awarded.

Your details will be retained and processed in accordance with the Council's Privacy Policy, which can be viewed on www.kbpc.co.uk.

The work is urgent so the appointment will be made on receipt of an acceptable quote.
E-Mailed forms are acceptable.