



INVITATION TO TENDER (ITT) for the initial provision of a series of 11 interactive workshops to be held in the 11 National Fire Chief Council (NFCC) regions of England, Wales & Scotland.

To whom it may concern,

The United Kingdom Association of Fire Investigators (UK-AFI), invite your organisation along with others to tender for the provision of electrical training for Fire Investigators, according to the specification outlined in the attached documents. Enclosed are:

Document 1 Instructions and information on the tendering procedures.

Document 2 Specification of the Requirement.

Document 3 Evaluation Criteria

Document 4 Cost Breakdown

Document 5 UK-AFI Tender Pricing Template

Please read the instructions on the tendering procedures carefully. Failure to comply with them may invalidate your tender which must be returned by the date and time given below. One copy of your tender documents must be received by email to info@uk-afi.org no later than [3rd November 2023] at 12.00pm. Late tenders will **not** be considered. The UK-AFI is not bound to accept the lowest priced, or any tender, and shall not be bound to accept the Contractor as a sole supplier.

If you register your intent to submit a tender and having read the enclosed specification you decide not to submit a tender, I would be grateful if you could send your reasons to James Acott, at the above email address marked 'No Tender - Provision of interactive training workshops on electrical systems for the members of the United Kingdom Association of Fire Investigators.'

Please contact me if you have any questions about the tendering procedure. It should be noted that all questions raised will be shared with any other potential bidders involved in this Tender Process. The enclosed specification also contains details for providing you with further information or clarification of the UK-AFI's requirement.

I look forward to your response.

Yours sincerely

James Acott

James Acott
President UK-AFI