

-TENDER REGISTER # xx/2023		RESPONSIBLE OFFICER _____		Tender Selected Under Delegated Authority: YES / NO	
ECM Folder # 114/2023-xx		Description of Goods / Services Sought [Reg.17(2)(a)]: _____			
ADVERTISING [Reg.17(2)(c)& (d)]:		DECISION TO INVITE [Reg.17(2)(b)]:		CLOSED:	
Expressions of Interest:	{insert DW hyperlink}	{insert Ref - OCM OR DofA Record}		{Record Date & Time}	
Invitation to Tender:	{insert DW hyperlink}	{insert Ref - OCM OR DofA Record}		xx xxxxxx 2022 2.00pm	
EXPRESSIONS OF INTEREST					
OPENED:	{Record Date & Time}	OFFICERS PRESENT:	{Record Officer Title & Name}	{Record Officer Title & Name}	{Record Officer Title & Name}
SUBMITTER NAME [Reg.17(2)(c)(iii)]:	REC'D PRIOR TO CLOSING DATE & TIME [REG.23(1)]	COMPLIES WITH NOTICE SPECIFICATIONS [REG.23(2)]	CONSIDERED CAPABLE OF SATISFACTORILY SUPPLYING [REG.23(3)]	CEO ACCEPTED / REJECTED [REG.23(4)]	
TENDER					
OPENED:	2.00 pm Tuesday xx xxxx 2022	OFFICERS PRESENT:	Pippa French – Coordinator Procurement	Catherine Platts - Clerical Officer Procurement	
TENDERER NAME [Reg.17(2)(e)]:		F&G REG.18			
		REC'D WITHIN TENDER PERIOD	COMPLIES WITH SUBMISSION CRITERIA.	PREVIOUS EXPRESSION OF INTEREST	'SCORED' WITH ASSESSMENT CRITERIA
SUCCESSFUL TENDERER [Reg.17(2)(f)]:	{INSERT NAME}	\$ VALUE [REG.17(3)]	{insert \$ value OR DW h/link to schedule of rates}		
RESOLVED BY	{INSERT OFFICER NAME OR COUNCIL}		{insert Ref - OCM OR DofA Record}		

