

## **Insurance Renewal**

# This opportunity has CLOSED

Yate Town Council reaches the end of a 5-year agreement with its current insurance providers in April 2023 and is opening up invitations to tender to insurance providers for a new 3-year agreement, with an option to extend the agreement to 5 years.

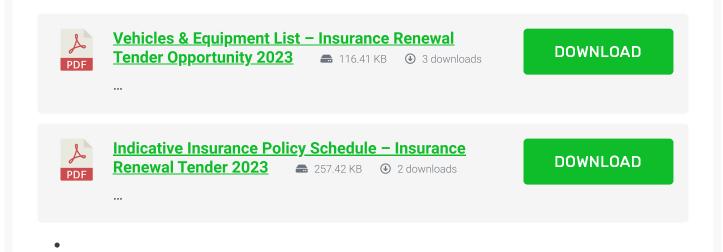
### How to tender:

Full details are available on the Government Contract Finder Website:

For the link to the Insurance Renewal tender, please click here.

The tender process will open on Friday 24th February 2023 and run for 3 weeks until noon on Friday 17th March 2023.

Please find attached the following information to assist in providing your quotations:



## The decision process and key date will then be as follows:

- All tenders will be opened and reviewed following the closing date noon Friday 17th
   March 2023
- We may contact you at this point if we have any queries about your tender or require any clarification.
- A synopsis of the tenders will be presented to the Finance & Governance Committee of Yate Town Council on Tuesday 28<sup>th</sup> March 2023 to review and formally awarded the contract.
- We will respond to everyone who submitted a valid tender to notify you of the outcome no later than 5.00pm on Thursday 30<sup>th</sup> March 2023.

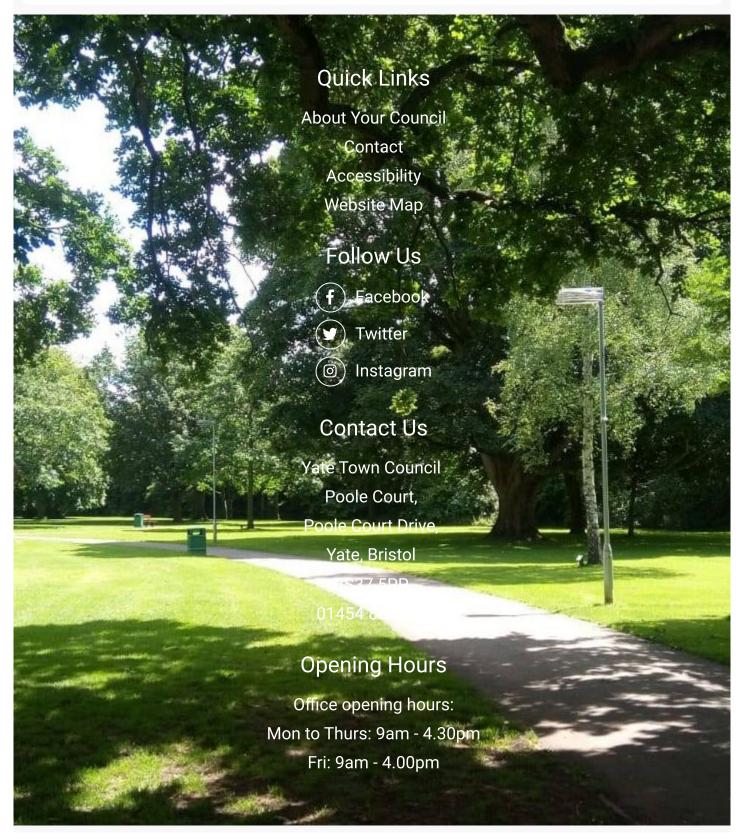
Please return all tenders via email to tenders@yatetowncouncil.gov.uk addressed to the "Town Clerk" no later than noon Friday 17<sup>th</sup> March 2023.

Please get in touch with me directly should you have any questions regarding the details of the tender or if you require further information to provide a quote. My email address is PCarroll@yatetowncouncil.gov.uk

<u>HOWEVER, please ENSURE the actual tender is submitted to the specific email address in the document above. Tenders submitted via any other email address will not be considered.</u>

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