**Quotation Form:**

|  |  |
| --- | --- |
| Company name |  |
| Contact name (Single point of contact): |  |
| Address: |  |
| Telephone number: |  |
| E-mail address: |  |
| Company Registration number: |  |
| VAT Registration number: |  |

Please tick to confirm that your company has read and agrees to carry out all work in accordance with Greater Manchester Business Support Standard Terms and Conditions:

✓

|  |  |
| --- | --- |
| Our company has read and agrees to carry out all work in accordance with Greater Manchester Business Support Contract Conditions |  |

**Quotation Proposal**

1. Evidence of your availability and experience to deliver the requirements set out in the objectives including the skills and ability of the proposed personnel to be employed. (35%)

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1. Proposed number of days to deliver this proposal including key delivery dates. (25%)

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1. Proposed delivery location. (15%)

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|  |

1. Day rate, including expenses (25%)