

Fraud & Corruption Prevention included within the Invitation to Tender by Leicester City Council:

**Paragraph extract from instructions for tenderers included in our Invitation to Tender (ITT) documentation:**

*“Tenderers shall not discuss the Tender they intend to make other than with professional advisers or joint Tenderers/Consortium members who need to be consulted. Under no circumstances are competing Tenderers permitted to communicate or collaborate concerning their Tender. If the Authority discovers identical information within two or more separate tenders then the Authority reserves the right to investigate the issues and take any action the Authority considers appropriate in relation to any suspected collusion by Tenderers, including automatic exclusion from the procurement process and reporting the matter to the Competition and Markets Authority. Tenderers are not permitted to make any public announcement about this procurement without prior written approval of the Authority during the procurement process”.*

**Extract of issues covered in the Declaration in the ITT signed by the tenderer:**

*“We certify that this is a bona fide Tender, intended to be competitive and that we have not or will not (either personally or by anyone acting on our behalf):*

- Fixed the amount of the Tender (or the rate and prices quoted) by agreement with any person;*
- Communicated to anyone other than the Authority the amount or approximate amount or terms of my/our proposed Tender (other than in confidence in order to obtain quotations, professional advice or insurance necessary for the preparation of the Tender);*
- Entered into any agreement or arrangement with any other person that he shall refrain from Tendering or as to the amount or terms of any Tender to be submitted by him;*
- Canvassed or solicited any member, officer or other employee of the Authority in connection with the award of this or any other Authority Contract or Tender;*
- Offered, given or agreed to give any inducement or reward in respect of this or any other Council Contract or Tender;*
- have read the Invitation to Tender Part One document.”*

**Question included in our ITT documentation:**

*“List here the names of any of your organisation’s proprietors, directors, partners or trustees who are or were employed by Leicester City Council or who are councillors of Leicester City Council or who have a relative, partner or associate who is employed by Leicester City Council at a senior level or who is a councillor. If none please tick none”.*