Ffurf Ymateb Tendr | Tender Response Form

|  |  |
| --- | --- |
| ID Tendr | Tender ID: |  |

Rhan | Section 1

Gwybodaeth cyflenwr dichonol | Potential supplier information

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Enw cwmni | Company name: | | |  | | | | | |
| Cyfeiriad swyddfa cofrestredig | Registered office address: | | |  | | | | | |
| Cyfeiriad gwefan cofrestredig | Registered website address: | | |  | | | | | |
| Statws masnachu | Trading status: | | | | | | | | |
|  | cwmni cyfyngedig cyhoeddus | public limited company |  | cwmni cyfyngedig | limited company | | | |  | partneriaeth atebolrwydd cyfyngedig | limited liability partnership |
|  | partneriaeth arall | other partnership |  | unig fasnachwr | sole trader | | | |  | trydydd sector | third sector |
|  | arall (nodwch) | other (please specify): | | | |  | | | |
| Dyddiad cofrestru | Date of registration: | | |  | | | | | |
| Rhif cofestru cwmni | Company registration number: | | |  | | | | | |
| Rhif cofestru elusen | Charity registration number: | | |  | | | | | |
| Rhif DUNS prif swyddfa | Head office DUNS number: | | |  | | | | | |
| Rhif VAT cofrestredig | Registered VAT number | | |  | | | | | |
| Manylion aelodaeth cyrff proffesiynol perthnasol / cofrestriadau proffesiynol | Details of relevant memberships of professional bodies / professional registrations: | | | | | | | | |
|  | | | | | | | | |
| Ydych chi Fenter Fach, Ganolig neu Ficro | Are you a Small, Medium or Micro Enterprise? | | | | | | | | |
|  | Ydyn | Yes | | |  | | Nac ydyn | No | | |

Rhan | Section 2

Manylion cyswllt a datganiad | Contact details and declaration

Rwy'n datgan bod yr atebion sydd wedi'u cyflwyno, a'r wybodaeth sydd wedi'i chynnwys yn y ddogfen hon, yn gywir, hyd y gwn i.

I declare that to the best of my knowledge the answers submitted, and information contained in this document, are correct and accurate.

Rwy'n datgan y byddaf yn darparu'r tystysgrifau neu'r prawf dogfennol y cyfeirir atynt yn y ddogfen hon, ar gais.

I declare that I will provide the certificates or documentary evidence referred to in this document upon request.

Rwy'n deall y bydd y wybodaeth yn cael ei defnyddio i farnu pa mor addas yw fy nghwmni i gael ei wahodd i gymryd rhan bellach yn y broses gaffael hon.

I understand that the information will be used in the selection process to assess my organisation’s suitability to be invited to participate further in this procurement.

Rwy'n deall y gallai'r cyflwyniad hwn gael ei wrthod yn ei gyfanrwydd os bydd methiant ateb pob cwestiwn perthnasol yn llawn, neu os darperir gwybodaeth anghywir yn unrhyw ran.

I understand that this submission may be rejected in its entirety if there is a failure to answer all the relevant questions fully, or if false/misleading information or content is provided in any section.

Rwy'n ymwybodol o ganlyniadau camliwio difrifol. | I am aware of the consequences of serious misrepresentation.

|  |  |
| --- | --- |
| Enw cyswllt | Contact name: |  |
| Rôl yn y cwmni | Role in organisation: |  |
| Rhif ffôn | Phone number: |  |
| Cyfeiriad e-bost | E-mail address: |  |
| Cyfeiriad post | Postal address |  |
| Llofnod (digidol yn dderbyniol) | Signature (electronic is acceptable): |  |
| Dyddiad | Date: |  |

Rhan | Section 3

Datganiad o enw da | Declaration of good standing

Rwy'n datgan nad yw'r cwmni, nac unrhyw un sydd â phwerau cynrychioli, penderfynu, neu reoli ynddo, wedi'i chynnwys yn unrhyw un o'r gweithgareddau canlynol dros y tair blynedd diwethaf

I declare that neither the organisation detailed above, nor any person who has powers of representation, decision or control within it, has over the last three years been involved in any of the following activities:

* Cymryd rhan mewn sefydliad troseddol | Participation in a criminal organisation
* Llygredd | Corruption
* Twyll | Fraud
* Tramgwyddau terfysgaeth neu dramgwyddau yn ymwneud â therfysgaeth, gan gynnwys ariannu | Terrorist offences or offences linked to terrorist activities, including financing
* Gwyngalchu arian | Money laundering
* Llafur plant neu fathau eraill o fasnachu mewn pobl | Child labour or other forms of human trafficking
* Torri rhwymedigaethau cyfreithiol ynghylch yr amgylchedd, diogel cyhoeddus, neu gyflogaeth | Breach of legal obligations regarding the environment, public safety, or employment
* Methdaliad neu unrhyw achos ansolfedd arall | Bankruptcy or any other insolvency proceedings
* Camymddwyn proffesiynol difrifol | Grave professional misconduct
* Torri rheolau cystadleuaeth | Breach of competition regulations
* Methiant i ddatgan gwrthdaro buddiannau | Failure to declare a conflict of interest
* Tor-cytundeb | Breach of contract

|  |  |
| --- | --- |
| Llofnod (digidol yn dderbyniol) | Signature (electronic is acceptable): |  |
| Dyddiad | Date: |  |

Rhan | Section 4

Enghreifftiau o waith blaenorol | Examples of previous work

Rhowch fanylion dau gytundeb blaenorol, os gwelwch yn dda, yr ymgymerwyd ag o leiaf un ohonynt mewn amgylchedd cadwraeth sensitif ac o leiaf un ohonynt o fewn cyd-destun prosiect a ariannwyd gan grant. Dylem allu cysylltu â'r person a enwir i wirio'r wybodaeth a ddarparwyd.

Please provide details of two previous contracts, at least one of which was undertaken within a conservation-sensitive environment, and at least one within the context of a grant-funded project. We should be able to contact the named person to validate the accuracy of the information given.

|  |  |  |
| --- | --- | --- |
|  | Cytundeb | Contract 1 | Cytundeb | Contract 2 |
| Sefydliad cleient | Client organisation |  |  |
| Enw cyswllt | Contact name |  |  |
| Rôl cyswllt | Contact position |  |  |
| Cyfeiriad e-bost | E-mail address |  |  |
| Dyddiad cychwyn y cytundeb | Contract start date |  |  |
| Dyddiad cwblhau'r cytundeb | Contract completion date |  |  |
| Gwerth tybiedig y cytundeb | Estimated contract value |  |  |
| Disgrifiad byr o'r Cytundeb 1 | Brief Description of Contract 1 | | |
|  | | |
| Disgrifiad byr o'r Cytundeb 2 | Brief Description of Contract 2 | | |
|  | | |

Rhan | Section 5

Cydymffurfio statudol | Statutory compliance

|  |  |  |  |
| --- | --- | --- | --- |
| Os ydych chi'n sefydliad masnachol perthnasol fel y'i ddiffinnir gan Rhan 54 ('Tryloywder mewn cadwynau cyflenwad ac ati') o Ddeddf Caethwasiaeth Fodern 2015, a ydych yn cydymffurfio â gofynion adrodd blynyddol y rhan honno?  If you are a relevant commercial organisation as defined by section 54 ("Transparency in supply chains etc.") of the Modern Slavery Act 2015, are you compliant with the annual reporting requirements contained within that section? | | | |
|  | Ydyn | Yes |  | Nac ydyn | No |
| Oes gennych chi Yswiriant Cyfrifoldeb (Gorfodol) Cyflogwr hyd at derfyn isaf £5m indemniad ddamwain sengl yn y flwyddyn?  Do you have Employer’s (Compulsory) Liability Insurance to a minimum £5m single accident indemnity limit any one year? | | | |
|  | Oes | Yes |  | Nac oes | No |
| Oes gennych chi Yswiriant Cyfrifoldeb Cyhoeddus hyd at derfyn isaf £5m indemniad ddamwain sengl yn y flwyddyn?  Do you have Public Liability Insurance to a minimum £5m single accident indemnity limit any one year? | | | |
|  | Oes | Yes |  | Nac oes | No |
| Oes gennych chi Yswiriant Indemniad Proffesiynol hyd at derfyn isaf £3m indemniad pob digwyddiad ac yn y flwyddyn?  Do you have Professional Indemnity Insurance to a minimum £3m limit any one event and any one year? | | | |
|  | Oes | Yes |  | Nac oes | No |

Bydd angen i chi ddarparu prawf o'ch cydymffurfiaeth cyn y dyfernir y cytundeb os bydd eich cais yn llwyddiannus.

You will be required to provide evidence of your compliance before the contract is awarded if your bid is successful.

Rhan | Section 6

Cynnig cost ac amser | Cost and time proposal

Yn seiliedig ar gostiad presennol y prosiect a ddarparwyd yn y pecyn gwybodaeth ac ar ddyddiad cychwyn disgwyliedig y cytundeb ar ddechrau Ebrill 2023, rhowch amcangyfrif o gost a dyddiad cwblhau pob cam RIBA gyda goddefiant penodedig. Gellir rhoi prisiau fel ffigyrau absoliwt neu fel canrannau o gost gyfan y prosiect.

Based on the items listed in the Requirement section of the Invitation to Tender, please provide a cost breakdown of your proposal, along with expected completion dates where applicable.

|  |  |  |
| --- | --- | --- |
| Item / Deliverable | Cost | Dyddiad Cwblhau (os perthnasol) | Completion Date (if applicable) |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |

Rhan | Section 7

Gwybodaeth ychwanegol | Additional information

Rhowch unrhyw wybodaeth ychwanegol i gefnogi'ch cais isod. Gallwch hefyd ddarparu dogfennau ychwanegol fel atodiadau pan fyddwch yn dychwelyd y ffurflen hon drwy e-bost.

Please provide any additional information in support of your bid below. You can also provide additional documents as attachments when you return this form by email.

|  |
| --- |
|  |