

Every SEND — confidentiality undertaking

This undertaking is given on behalf of the organisation named below to 3SC and Pop Pop Studio (together, the Every SEND consortium), so that the organisation and its people may be shown the confidential tender documents for the Department for Education's SEND and Inclusion CPD Framework (ITT_4068). It reflects Volume 1, Part A of the Invitation to Tender, which requires the information to be treated as confidential and shared with another person only where that person undertakes in writing to keep it confidential on the same terms.

What the organisation agrees

The organisation undertakes that it, and everyone in it who is given access, will:

- 1 Treat all tender information shown on the Every SEND site as confidential.
- 2 Share it only with the organisation's own staff and advisers who need it for the bid, and make sure they keep to these terms.
- 3 Use it only to prepare or consider this tender, and for no other purpose.
- 4 Make no statement or comment to the media or in public about the procurement.
- 5 Return or securely destroy the information, and any copies, when asked to.
- 6 Tell the consortium promptly of any actual or suspected disclosure or loss.

How long it lasts, and what it does not cover

This undertaking lasts until the Department for Education publishes the outcome of the procurement. It does not cover information that is already public through no breach of this undertaking, or that the organisation is required by law to disclose, and then only to the extent the law requires, with notice to the consortium where that is lawful.

What signing does and does not do

Signing this undertaking lets the organisation see the tender documents. It does not commit the organisation to joining the bid, and it does not commit the consortium to including the organisation.

Signed on behalf of the organisation

Organisation	
Signed by (name)	
Role	
Signature	
Date	

Every SEND consortium, led by 3SC with Pop Pop Studio. Based on the Invitation to Tender, Volume 1, Part A, clauses 15.1 and 15.2. Please sign and return this page to the consortium; access to the tender documents is switched on once the signed copy is back.