



ST. IVES TOWN COUNCIL

The Guildhall
Street An Pol
St. Ives
Cornwall
TR26 2DS

Tel: (01736) 797840

Our Ref: LND/
Your Ref:
Ask for: Louise Dwelly
Email: tenders@stives-tc.gov.uk
Website: www.stivestowncouncil-cornwall.gov.uk
Date: 1st June 2022

Dear Prospective Bidder

Toilet Cleaning Contract, St Ives Town Council

Thank you for expressing an interest in the above contract. The PDF document pack provides you with all the information prospective bidders will need in order to submit a tender. This includes the following:

- A detailed ITT document with completion instructions, specification, guidance and evaluation criteria
- A standard Selection Questionnaire which must be completed by all bidders in order to ensure a compliant bid
- A draft contract including the relevant schedules and service specification
- A PDF version of the excel offer price submission (bidders should request an excel version for final submission).

All correspondence regarding this opportunity, together with any requests for clarification should be directed to the mailbox tenders@stives-tc.gov.uk with the relevant subject line (as detailed in the ITT) and quoting the tender reference.

Tenders must be submitted by **no later than midday on Thursday 30th of June 2022.**

We are delighted to offer you this opportunity and look forward to receiving your bid.

Yours sincerely,

Louise Dwelly
Town Clerk