

6<sup>th</sup> April 2018

***Proposed Extension, Internal Alterations and Toilet Refurbishment - Beechen Hall,  
Wildfell Close, Walderslade, Chatham, Kent ME5 9RU.***

To Whom It May Concern;

We have pleasure in formally inviting you to tender for the above works and enclose the following documents:

1. A copy of our drawings, our specification notes, room data sheets.
2. A Copy of the Structural Engineers Information.
3. Instructions to Tenderers.
4. Form of Tender Summary Sheet.

Arrangements for inspecting the site should be made in the first instance through Kent Design Studio Ltd, Rose Cottage Farm, North Street, Biddenden, Ashford, TN27 8BA, telephone no. 01580 230413.

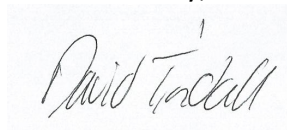
Tenders should be submitted on the Form of Tender enclosed in accordance with our Instructions to Tenderers document to arrive at *Beechen Hall, Wildfell Close, Walderslade, Chatham, Kent ME5 9RU* no later than Friday 4<sup>th</sup> May, 2018 at 12 noon.

We would appreciate if you would acknowledge receipt of this letter and enclosures and that you are able to submit a tender in accordance with these instructions.

Should you be unable to submit a tender, would you please notify this office immediately and return the enclosed documents.

Kind Regards,

Yours Sincerely,



David Tindall

Director  
for Kent Design Studio Ltd.