

Ask for:

Ext:

Email:

Our Ref: Mrs K Jones  
Your Ref: 3474

Date: env@broxtowe.gov.uk

CW16/011/KJ 18.12.15

18th December 2015



**Broxtowe  
Borough  
COUNCIL**

To Whom it may Concern

Dear Sir/Madam,

RE: Works to Lombardy Lodge - Toton

Further to your company's interest in submitting a tender for the above works, please find attached the relevant Preliminaries and Schedule of Works for your attention.

One copy of the Priced Schedule of Works should be fully completed and returned with the signed Form of Tender as per the Conditions of Tender.

Completed tenders are to be returned in an envelope as described in the Preliminaries by no later than:

12:00 noon on 29th January 2016.

Should you have any queries, please do not hesitate to contact us.

Yours faithfully

for Director of Housing Health & leisure

Director of Housing, Leisure & Property Services - E J Czerniak  
Head of Housing • V Whittaker-Stokes  
Head of Leisure & Culture • A Marriott  
Head of Property Services • J Delaney

**Housing, Leisure & Property Services**

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