



## Trowbridge Town Council

*Working for your Community*

St Stephens Place, Trowbridge, Wiltshire, BA14 8AH

01225 765072

25<sup>th</sup> March 2024

Dear Mr Curtis

Re: Cleaning Services to Trowbridge Town Council

This is an Award Decision Notice pursuant to Regulation 86 of the Public Contracts Regulations 2015.

I am pleased to inform you that following the evaluation process your offer to provide the cleaning services for the town council has been successful and a service level agreement will soon follow for signature.

We would like to thank you for the time and effort spent in submitting your offer and look forward to the service continuing with RJC Cleaning Services.

Please from this point liaise with the Facilities Operations Manager, Paul Costello and the other service managers listed in the specification.

Yours Sincerely

Lance Allan

Town Clerk