

Roadé Parish Council

PO Box 847, Northampton, NN7 9AB
Telephone: 01604 861976
E-Mail: clerk@roadeparishcouncil.gov.uk
Website: www.roadeparishcouncil.gov.uk



Parish Clerk:
Alison Reynolds

2nd July 2021

Dear

Re: Tender for mowing contract for Roadé Parish Council.

Thank you for your interest and tendering for the mowing contract for Roadé Parish Council earlier in the year. You may/not be aware that circumstances have changed and we are looking to re-tender this contract, starting on 1st August 2021, with the first cut due that week.

If you would like to re-tender for this contract, please find enclosed the quote document, a map of the village showing areas to be mown and a return addressed envelope marked 'Grass Cutting tender'.

Please read through the documents carefully and complete the enclosed form. A council representative will be available prior to the tender closing date to meet with you and show you the areas to be mown and answer any questions that you may have. Please let me know as soon as possible if you would like to arrange this?

It is especially important that you use the enclosed envelope to return the tender to us as we have an extremely strict procedure to follow. Any quotes that are received after 12pm on Monday 12th July 2021 will NOT be considered.

I look forward to receiving your quote.

Yours Sincerely

Alison Reynolds
Parish Clerk & RFO
Roadé Parish Council

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