

**Price Submission**

**Porters & Concierge Services**

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Please supply the following rates;

General Teams standard Hourly Rate for Services…………………………£………

General Team Leader Hourly Rate for Services……………………………£………

General Security Hourly Rate for Services………………… ………………£………

General Hourly Rate for Additional Staff………………………………………£……...

General Hourly Rate for services for weekends. ……….……….…..…...... £……...

General Hourly Rate for services for Bank Holidays……………………...... £……...

Fees should be set out on a Schedule of Rates basis for delivering the service.

You should include details of hourly rates that have been used to calculate your fee and which may be used if further work is instructed.