**Communal Cleaning Services**

**Prior Information Notice – April 2024**

**Expression of Interest (EOI)**

**Please complete the below fields accurately**

|  |  |
| --- | --- |
| **Company Name:** |  |
| **Registered address:** |  |
| **Registered website:**  |  |
| **Trading Status:**

|  |
| --- |
| *public limited company*  |
| *private limited company*  |
| *limited liability partnership*  |
| *other partnership*  |
| *sole trader*  |
| *third sector (e.g. Charity)*  |
| *other*  |
|  |

 |  |
| **Company Registration Number:** |  |

|  |  |
| --- | --- |
| **Your Name:** |  |
| **Your email:** |  |
| **Your Job Title:** |  |
| **Your Contract Number:** |  |

**Please provide details of the persons to whom an invite should be issued to by email to attend the briefing presentation, to be hosted by whg via Microsoft Teams on 17 May 2024 from 11:00 until 12:00, where whg shall present and discuss in more detail its objectives and requirements and provide the opportunity for interested suppliers to ask questions**

|  |  |
| --- | --- |
| **Name:** |  |
| **email:** |  |
| **Job Title:** |  |

|  |  |
| --- | --- |
| **Name:** |  |
| **email:** |  |
| **Job Title:** |  |

This ‘Expressions of Interest’ must be completed and uploaded for submission through the Pro-Contract Procurement Portal’ by no later than 12.00 noon (GMT) on 13 May 2024. Please use the messaging area to attach your completed form.

PLEASE ENSURE YOU PRESS SUBMIT AS WE SHALL NOT BE ABLE TO SEE YOUR COMPLETED FORM.

Please see the portal for attached document ‘Additional Information’. Should you experience any technical difficulties in using the Pro-Contract system, please contact the supplier support helpline on 03300050352.