

# **The Royal Borough of Kingston upon Thames Contract for the Provision of a Minor Adaptations Service**

The Royal Borough of Kingston upon Thames invites expressions of interest from suitably experienced organisations for the provision of a minor adaptations service.

The service entails the procurement, storage, delivery, installation and maintenance of minor adaptations (e.g. galvanised rails, ramps, door entry systems, lever taps) to the homes of people who are physically disabled or have a sensory impairment. The service will be provided as and when required and will be delivered to residents of the Royal Borough of Kingston upon Thames.

The Contract Period will be for three years commencing on 1<sup>st</sup> April 2009 with an option to extend the Contract for up to another two years at the discretion of the Council.

Applicant will, in the first instance, be required to complete a questionnaire which will detail their financial status, operational capabilities & resources, experience of doing similar work for a local authority, health and safety practice, environmental management systems, equal opportunities compliance and references. The Council will short list successful applicants who will be invited to submit tenders in early October 2008.

Applications should be made to:

Paul Freeman  
The Royal Borough of Kingston upon Thames  
Room 238  
Guildhall 2  
High Street  
Kingston upon Thames KT1 1EU  
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Fax:020-8547-5180  
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Questionnaires must be returned by 3pm on Monday  
22<sup>nd</sup> September 2008.