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Ref: MD/CLE

15 September 2003

To the Heads of all schools and Education sites with a cleaning contract run by Norfolk County Services Ltd

Dear Colleague

Cleaning Contract price increase with effect from 1 October 2003

As you will be aware from my previous letter at the beginning of March, there needs to be a second increase to the yearly cleaning contract price to take into account the change to the minimum wage from $\pounds4.20$ to $\pounds4.50$.

Following a discussion with Norfolk County Services Ltd we have agreed that the cleaning contract price increase commencing October 1st 2003 will be 3.7%. This takes into account the minimum wage increase and associated costs for N.I. and super-annuation contributions.

Should you have any query with regard to these matters, please contact me.

Yours sincerely

Maureen Dewath Departmental Procurement Manager