



Purchasing and Supply Agency

80 Lightfoot Street
Chester
CH1 3AD

Tel: 01244 586700
Fax: 01244 586760

Document no. 1

Invitation to Offer letter

22 November 2007

Dear Sirs,

Re: Invitation to Offer for the supply of medical locums of all grades and specialties (excluding locum GPs) to all NHS bodies (whether acting individually or on behalf of or together as members of any consortium) within England, Scotland and Wales and any other named organisations within the United Kingdom ("Participating Authorities") that may choose to participate at their own discretion

Offer reference number: CM/AMN/07/4820
Offer return deadline: **12 noon on 20 December 2007**
Period of framework agreement: 1 July 2008 to 30 June 2011, with an option to extend for up to a further 12 months

Offers are invited subject to the terms of this letter and also the Terms of Offer (Document no. 2) and the Form of Offer (Document no. 6) from persons or organisations who wish to be considered for appointment to a framework agreement for the supply, in accordance with the NHS Terms and Conditions of Contract (Document no. 4) and the Offer Schedule (Document no. 5), of the services detailed in the NHS Terms and Conditions of Contract (Document no. 4), under a Framework Agreement to be concluded with the successful offeror(s), the terms of which are included as Document no. 3.

The NHS Purchasing and Supply Agency does not bind itself to accept the lowest or any offer and reserves the right to accept an offer either in whole or in part, each aspect being for this purpose treated as offered separately. The NHS Purchasing and Supply Agency reserves the right to award contracts for the supply of the services described above and arising out of this procurement process to more than one supplier.

This Invitation to Offer package comprises of the following documents (if any of these documents are missing, please contact me immediately):

Document no. 1	Invitation to Offer (This covering letter)
Document no. 2	Terms of Offer
Document no. 3	Framework Agreement
Document no. 4	NHS Terms and Conditions of Contract
Document no. 5	Offer Schedule
Document no. 6	Form of Offer (to be completed on Bravo)

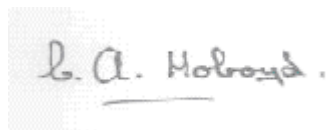
As an immediate first step, please confirm receipt of the above documentation by replying to the Bravo alert message which informed you that the Invitation to Offer package has been published.

I would like to draw your attention to the following important points when completing and submitting your offer:

1. All offers must be written in English.
2. All offers must be submitted in accordance with the documentation provided herein. This must not be amended in any way. Failure to comply with these instructions may result in your offer being rejected.
3. All offers must be loaded onto the Bravo e-tendering website.
4. Offers must be fully completed and available on the designated website no later than **12 noon** on **20 December 2007**.

I hope that this clarifies matters, but please contact me through the Bravo messaging service if there is anything you wish to discuss.

Yours faithfully,

A handwritten signature in dark ink, appearing to read "C. A. Holroyd.", is positioned above a horizontal line.

Carol Holroyd
Lead Category Manager – Medical Locums