

Bedford Office
Hammond Road
Bedford
MK41 0RG

20th April 2015

To whom it may concern

Invitation to Tender (ITT) For:

The Provision of a Computer Aided Dispatch (CAD) system and on-going maintenance and support for the East of England Ambulance NHS Trust

You are hereby invited by the East of England Ambulance Service NHS Trust (EEAST) to complete the enclosed ITT for the provision of a Computer Aided Dispatch (CAD) system and on-going maintenance and support as described in the accompanying documentation.

For this purpose we enclose the following documents, these documents do not form the basis of any contract with the EEAST.

Document 1	This Letter
Document 2	ITT

You are required to complete Document 2 – Invitation to Tender, and supply supporting documentation as requested.

You are instructed to provide **1 electronic copy** (on disk or memory stick) of your response in PDF electronic format and **3 bound hard copies**. The ITT must be submitted in a plain sealed envelope bearing the address label enclosed. The envelope must not identify the name of your company.

If it is not your intention to respond for the above requirement, please advise by return e-mail.

Responses to enquiries will be copied to all applicants. Enquiries submitted after 18th May 2015 may not receive a response.

Please acknowledge receipt of this ITT to tenders@eastamb.nhs.uk and at the same time confirm your designated contact for this ITT, to whom we can refer, should any queries arise. All queries must go through the above email address. Queries received by any other route will not receive a response.

Yours faithfully

Rebecca Brumpton
Tender Process Manager