

People Directorate: Children, Adults and Families

Nick Hudson, Corporate Director

Our reference: EHE/SLA/CP
Your reference:
Please ask for: Catherine Pealing
Extension: 86147
Direct line: 01942 486147
Date: 8th June 2011

Service Level Agreement for Elective Home Education

Wigan Pupil Referral Service is looking to attract suitable candidates to fulfil the requirements of the attached Service Level Agreement.

The appointment will be for a school or an individual company/business that can undertake the specified criteria within the agreement and who is offering the best quality service at the best price.

We are requesting that interested parties submit a bid outlining how they can fulfil the Service Level Agreement and to propose a 'price per visit' (this must include everything from mileage, time spent on the visit and writing and submitting the report) and 'price per written submission' (review and feedback on written submissions).

If you are interested in making a bid and would like some additional information please contact Catherine Pealing on the address below or by telephone; 01942 486147 or email; c.pealing@wigan.gov.uk.

The closing date for bid submissions will be Friday 1st July. Due to the sensitive nature of the work to be undertaken, successful shortlisted bids may need to be followed by a further interview/discussion process.

Yours sincerely

Cath Pealing
Manager – Pupil Inclusion
People Directorate: Children, Adults and Families

Please reply to Catherine Pealing

Wigan Council, People Directorate: Children, Adults and Families, Progress House, Westwood Park Drive, Wigan WN3 4HH.

Phone: 01942 486147 Fax: 01942 486216

E-mail: c.pealing@wigan.gov.uk

www.wigan.gov.uk

