



31 May 1983

Mr. R.E.Fiander  
Plant Engineer  
National Research Council  
100 Sussex Drive  
Ottawa Ontario

*[Handwritten signature and date: 5/31/83]*

Dear Mr.Fiander:

Subject            : Preparation of Cleaning Specifications -  
N.R.C.Building and Rideau Falls Laboratory -  
Our File 7010-01/122-1

It is my intention to retender for interior cleaning services in the  
aforementioned buildings.

Would you therefore review the current specifications and advise me  
of the changes, additions and deletions you suggest are required. Once  
I have received your reply, I can then review your requirements and  
we can discuss them at that time.

May I please be in receipt of your reply by 30 June 1983. Thank you  
for your cooperation in this regard.

Yours very truly

*[Handwritten signature: B.W. Learned]*

B.W.Learned  
Property Manager 3-3  
National Capital