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27 August 2009

For the attention of Ms K Helm

Our Reference

JCR/inv4b

Your Reference

Please Contact

Janet Rhymes

Dear Sirs

FIRE RISK ASSESSMENTS QUOTATION FOR CONSULTANCY SERVICES

Thank you for submitting a fee quotation and attending the interview.

I apologise for the delay in notifying you of the outcome. The analysis process has taken longer than anticipated. We have had to take into consideration not only the fee quotations but also the written information submitted with the quotations and the interviews. Added to this, holidays and part time working have interrupted the process.

I regret to inform you that you have not been successful. The interview panel felt that, compared to the other three consultants, your experience and technical and managerial abilities were limited and as a consequence marked you into fourth place. We did analyse completely the fee submissions and when the total costs were calculated using the rates quoted by each consultant, your total price was the second lowest, a very competitive fee quotation.

Thank you for participating in this quotation exercise.

Yours faithfully

Janet C Rhymes
Consultancy Services Manager
Procurement and Asset Data Team

Managing council housing for tenants and leaseholders in the Royal Borough

Chief Executive
Helen Evans

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