

Freephone: [REDACTED]
www.kctmo.org.uk

RPS Safety Services Ltd
Archdeaconry House
Gravel Walk
Peterborough
PE1 1YU

Direct Line: [REDACTED]
Facsimile: [REDACTED]
e-mail: jrhymes@kctmo.org.uk
Date: 27 August 2009

For the attention of Ms D Smith

Our Reference
JCR/inv3b

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. Your technical ability was considered to be good but the interview panel had reservations about your management skills and as a consequence placed you in third place (out of four) following the interview. We still analysed all the prices submitted and when the total costs were calculated using the rates quoted by each consultant, your total price was the second highest of the four submissions.

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

The Royal Borough of
Kensington & Chelsea
Tenant Management
Organisation Ltd.

Registered Office:
Charles House,
375 Kensington High Street,
London W14 8QH

Registered in England
& Wales No. 3048135
VAT No. 672 0689 19

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