

Date:

FAO: Name email address

Address
Postcode

Dear Name

Name of project

Thank you for your tender received 28 July 2018 for the provision of above tender.

We have now completed our evaluation of all tenders received for this contract in accordance with our previously published evaluation criteria. We are delighted to inform you that you have been successful and your tender has been found to offer the best value when measuring price and quality. The table below shows the individual scores given against the published criteria in respect of your submission.

PUBLISHED EVALUATION CRITERIA	WINNING TENDERER'S SCORE
Quality Score (max 70)	70.00
Fee Score (max 30)	22.07
Total	92.07

We will observe a 'standstill period', during which we shall refrain from entering into the contract with you. The standstill period shall run for a period of 10 days commencing the day after the date that this letter is dispatched to you and is anticipated to end at midnight 9 August 2018. We will contact you again shortly after this date on 10 August 2018.

This letter does not and is not intended to have contractual effect and no action should be taken by your company at this time in respect of this contract. The Association accepts no responsibility or liability for any actions which you may take based on the information detailed in this letter. Any such actions and their financial consequences will be entirely at your own risk.

I would be grateful for your written acknowledgement that you have received, and understood, the contents of this letter.

Kind regards,
Yours Sincerely