

[REDACTED]  
Procurement Team  
County Hall, High Street, Newport, Isle of Wight  
PO30 1UD  
[REDACTED]

[REDACTED] July 2025

Dear [REDACTED]

**RE: TENDER FOR THE PROVISION OF BACKGROUND CARE AND SUPPORT WITHIN  
SUPPORTED LIVING SERVICES ON THE ISLE OF WIGHT FOR ADULTS WITH A  
LEARNING DISABILITY** [REDACTED]

Thank you for your tender submission for the above contract opportunity. We have completed stage one of the tender assessment, which was the assessment of the supplier Selection Questionnaire, and on behalf of the Isle of Wight Council ("the authority") I am pleased to advise you that you have met the minimum criteria set out in the Tender Pack and we shall now carry out the assessment of your method statements and price.

As part of the Stage two evaluation, you are being invited to carry out a presentation of your offer. The presentation will take place at **Tuesday [REDACTED] on Microsoft Teams**. A Teams invite will be sent out shortly.

The Assessment Panel will be made up of 3 suitably qualified and experienced members of the Commissioning Directorate. These are Ann O'Brien (Service Manager Strategic Commissioning), Keily Proctor (Reviewing Officer), and Daron Perkins (Service Manager). Also in attendance may be 2 individuals or carers who use the service for the presentation element of the tender process.

The presentation will be used to seek any further clarification required on your tender and so please ensure your presentation team includes someone with knowledge of the tender