

**From:** Srinath Vitanage  
**Sent:** Thu, 23 Jul 2015 15:04:38 +1000  
**To:** cmillar@snpsecurity.com.au  
**Subject:** eRFT/2014/151 - Provision Security Services  
**Attachments:** LOI\_signedpdf.pdf  
**Importance:** High

Dear Craig,

I hope you are well.

The University of Sydney is pleased to announce that **Sydney Night Patrol & Inquiry Co Pty Ltd ("SNP")** has been successful to provide the following services with respect to the above tender:

- Guard Services (incl. buses)
- Cash Collection
- Line-Marking
- Electronic Maintenance

Therefore the next steps are as follows:

1. Sign and send back the attached Letter of Intent by **COB 24th July 2015**.
2. Establish Workshops between The University of Sydney and SNP to finalise Work Orders for each service line
3. Sign and Execute the Agreement for Services (already negotiated) along with the final Work Orders

Once the signed LOI has been sent back a representative from Campus Infrastructure Services (CIS) will be in touch to organise the Workshops.

On behalf of the University we would like to once again congratulate and commend SNP for the time and effort to date and look forward to a building a strategic relationship going forward.

Should you have any queries please do not hesitate to contact me.

Kind Regard

**SRINATH VITANAGE** | Senior Procurement Specialist (CIS)  
Procurement Services

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Campus Infrastructure & Services

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**Greg Robinson**

Director, Campus Infrastructure and Services

Services Building G12

Telephone +61 2 9114 0857

email [g.robinson@sydney.edu.au](mailto:g.robinson@sydney.edu.au)

File Reference: eRFT/2014/151

29 June 2015

**Attention: Mr Kevan Peters**  
**Sydney Night Patrol and Inquiry Co Pty Ltd**

Dear Kevan

**Re: Letter of Intent – Provision of Security Services**

Thank you for your Submission to our Request for Tender (RFT) for the Provision of Security Services, at the University of Sydney.

On behalf of the University, we are pleased to confirm that your Tender Submission was successful and preliminarily approved for the supply of the following services:

- Guard Services (including courtesy bus fleet)
- Cash Collection
- Line-Marking
- Electronic Maintenance

The University can confirm that we intend to enter into a Master Agreement for Services (the Agreement) with **Sydney Night Patrol and Inquiry Co Pty Ltd** for the supply of the abovementioned services, subject to final Tender Board Approval being obtained and subsequent contract execution. Please note that we expect to receive final confirmation from the Tender Board by end of July 2015.

Please confirm your acceptance of the letter of intent by counter-signing it, scanning and sending back via email to your University of Sydney contacts.

The acceptance of the letter includes the following:

#### **Tender Documents**

The Request for Proposal issued on **28 November 2014** along with additional information contained in addenda issued prior to the tender closing date.

#### **Contract Preparation and Signing**

Preparation of the Agreement has commenced, however we advise that this cannot be issued or executed until all University approvals are obtained. As such, any supply of goods or services to the University is subject to execution of the Agreement, in accordance with the relevant schedules.

Additionally, the University will be engaging with SNP in workshop(s) to accurately determine the Scope of Work for each service to be provided. These workshops will commence in early July.

In due course you will receive the Agreement (together with relevant attachments) it would be appreciated if you could please sign and return at your earliest convenience, as time is of the essence. As such, should you wish to commence performance of any preparatory works or ordering of goods before you have signed the Agreement, we will regard you as having accepted that the

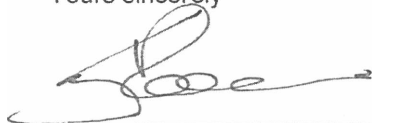
terms governing the performance of that work are those provided in the draft contract at tender stage.

**Contacts and Correspondence**

For any future correspondence, we provide the following details of your University of Sydney contacts:

Srinath Vitanage  
Sourcing Manager  
+61 2 9114 0965  
[srinath.vitanage@sydney.edu.au](mailto:srinath.vitanage@sydney.edu.au)

Yours sincerely

A handwritten signature in black ink, appearing to read 'Greg Robinson', is written over a horizontal line.

**Greg Robinson**  
Director, Campus Infrastructure and Services

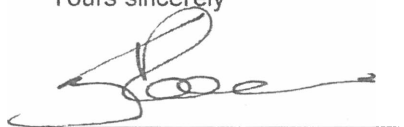
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Yours sincerely

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**Greg Robinson**  
Director, Campus Infrastructure and Services

**ACCEPTANCE OF LETTER OF INTENT**

We acknowledge receipt of the above letter of intent and agree to supply the item(s) as per the specification mentioned in this letter of intent.

\_\_\_\_\_

Date:

**Name:**

**Title:**

**Company name:**