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Award

Executive Recruitment Provider

Royal Berkshire Fire Authority

UK6: Contract award notice - Procurement Act 2023 - [view information about notice types](#)

Notice identifier: 2025/S 000-084348

Procurement identifier (OCID): ocds-h6vhtk-05f90c

Published 18 December 2025, 12:44pm

Scope

Reference

1608

Description

Due to the retirement of the current Chief Fire Officer / Chief Executive (CFO / CEX) of Royal Berkshire Fire and Rescue Service in March 2026, the Authority is initiating a process to recruit the next CFO / CEX).

The successful agency will help in candidate identification and selection, sift through CV application and cover letters, manage the search activity for suitable candidates through specialists' networks, sifting and long listing candidates, organising assessments, conducting due diligence, cross checking references and managing risks and organising final panel for candidate selection.

The Authority used three quotes process to award the contract.

Contract 1

Supplier

- Gatenby Sanderson Ltd

Contract value

- £50,000 excluding VAT
- £60,000 including VAT

Below the relevant threshold

Award decision date

14 November 2025

Earliest date the contract will be signed

18 December 2025

Contract dates (estimated)

- 18 December 2025 to 31 March 2026
- 3 months, 14 days

Main procurement category

Services

CPV classifications

- 79600000 - Recruitment services

Contract locations

- UKJ11 - Berkshire

Information about tenders

- 3 tenders received
- 3 tenders assessed in the final stage:
 - 3 submitted by small and medium-sized enterprises (SME)
 - 0 submitted by voluntary, community and social enterprises (VCSE)
- 1 supplier awarded contracts
- 2 suppliers unsuccessful (details included for contracts over £5 million)

Procedure

Procedure type

Below threshold - limited competition

Supplier

Gatenby Sanderson Ltd

18 William Street

London

EC4N 7BP

United Kingdom

Email: peter.buffoni@gatenbysanderson.com

Region: UKI31 - Camden and City of London

Small or medium-sized enterprise (SME): Yes

Voluntary, community or social enterprise (VCSE): No

Contract 1

Contracting authority

Royal Berkshire Fire Authority

- Public Procurement Organisation Number: PGTB-9133-ZLDZ

Newsham Court

Reading

RG31 7SD

United Kingdom

Email: procurementenquiries@rbfrs.co.uk

Region: UKJ11 - Berkshire

Organisation type: Public authority - sub-central government