



APPENDIX 3

CONFIRMATION OF AWARD - ESPO Framework Agreement 981 – Secure Shredding & Disposal Service

TO BE COMPLETED BY THE CUSTOMER:

I confirm the details of the following award of contract under ESPO framework agreement ref 981:

Name of Client Organisation:	Southampton City Council	
Address:	Civic Centre Southampton SO14 7LT	
Name of person signing this form:	Kim Vella	
Signature:	[Handwritten Signature]	
Date:	4/9/2018	
Position:	Buyer	
Telephone:	02380 833407	
E-mail:	kim.vella@southampton.gov.uk	
Description of items/service procured:	Secure Shredding as above	
Awarded Supplier:	Shred Station Ltd	
Value of Award (please advise if annual value or the whole value of the contract):	£40,000	
Date of Award (or period of award if you are commissioning a service to be provided over a period of time):	24 24 months	
Savings achieved:	£	
Benefits you gained by using the framework	Compliance	
Are you happy to be contacted by ESPO to discuss your experience of using the Framework (please tick)?	YES	NO

To return this form, please email it to: place@espo.org

Or post to **ESPO (Place and Environment), Barnsdale Way, Grove Park, Enderby, Leicester, LE19 1ES**

ESPO ACKNOWLEDGEMENT (TO BE COMPLETED BY ESPO)

Name:	Luke Raine	Position:	Procurement Officer
Signature:	[Handwritten Signature]	Date:	11-09-2018