**CDW Ltd**

**Attn:** **REDACTED TEXT**

 **Date:** 29th November 2021

 **Contract ref:** CCIH21A11

Dear **REDACTED TEXT**,

**Award of contract for the Provision of Laptops (Tranche 4a)**

Further to your submission of a bid for the above Procurement, on behalf of the Department for Work and Pensions (the “Authority”), I am pleased to inform you that you ranked first in our evaluation and therefore we would like to award the contract to you.

The call-off contract shall commence Thursday 2nd December 2021 and the Expiry Date will be 1st June 2022 or upon successful delivery of goods. The total contract value shall be £4,882,732.38 including VAT, value breakdown can be found in the order form.

This procurement activity was a Call Off under Commercial Agreement RM6068 – Technology Products and Associated Services and the Commercial Agreement Terms and Conditions shall apply. A copy of the contract is provided with this Award Letter and includes those terms and conditions.

Please sign the Call-Off Contract order form and forward to the Procurement Lead electronically via the e-Sourcing Suites’ messaging service by 15:00 Wednesday 1st December 2021, along with:

* Formal quotation for the goods required to enable the Contracting Authority to raise a reciprocal Purchase Order;

A signed copy of the contract order form on behalf of the Contracting Authority will be returned for your records, the Purchase Order shall be sent direct from the customer.

Should you have any queries regarding this or any other matter please do not hesitate to contact me.

Yours faithfully,

**REDACTED TEXT**