**REDACTED TEXT under FOIA Section 40, Personal Information.**

Attn: **REDACTED TEXT under FOIA Section 40, Personal Information.**

Date: **5th January 2023**

Contract ref: **CCZZ22A11**

Dear Sir/Madam,

**Award of contract for the supply of Provision of Civil Service Employee Policy Benchmarking Salary Survey 2022**

Further to your submission of a bid for the above Procurement, on behalf of Cabinet Office (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 attached appendix provides detailed feedback on your submission.

The call-off contract shall commence 5th day of January 2023 and the Expiry Date will be 4th day of January 2024. The Contracting Authority reserves the option to extend the call-off contract by One (1) period of Twelve (12) months. The total contract value shall be £39,000.00 (excluding VAT) including all extension options.

This procurement activity was a Call Off under Commercial Agreement RM6126 Research & Insights DPS Lot 1 Research & Insights 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/Terms and Conditions (Attachment 5) and forward to the Procurement Lead electronically via the e-Sourcing Suites’ messaging service by 3pm on 5th December 2023.

A copy signed on behalf of the Contracting Authority will be returned for your records.

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

Yours faithfully,

|  |
| --- |
| Signed for and on behalf of Contracting Authority |
| **REDACTED TEXT under FOIA Section 40, Personal Information.** |  |
| **REDACTED TEXT under FOIA Section 40, Personal Information.** |  |
| Date: |  |