



**Crown
Commercial
Service**

Crown Commercial Service

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E ManagedProcurementService@crownccommercial.gov.uk

<https://www.gov.uk/ccs>

REDACTED

ORC International
185 City Road
London
EC1V 2NT

14th January 2016

Dear **REDACTED**

RM3607 L0215 CIVIL SERVICE PEOPLE SURVEY 2014-2015

Further to your submission of a Tender for the above Procurement, I am writing on behalf of Cabinet Office (the Authority) to advise that the procurement is now complete.

I am pleased to inform you that your company ranked first in our evaluation and therefore we would like to award the contract to you.

This letter sets out the services and the terms on which you agree to provide them to the Authority.

A copy of the Terms and Conditions of this Contract can be found in Appendix A of this letter.

Contract

RM3607 L0215 Civil Service People Survey 2014-2015

Service Description

As stated in Appendix B (Service Description) of the published Invitation To Tender

Contract Value

The contract value between 1st April 2014 and 31st March 2016 is capped at £1,250,000 (exc VAT). Should Cabinet Office wish to exercise their right to extend, this contract is capped at a maximum of £2,500,000. This maximum contract value is subject to approval and is at the discretion of the Authority, they are under no obligation to undertake any of the extension options.

Contract Commencement Date

1st April 2014

Expiry Date

31st March 2016 with the option to extend for two further one (1) year periods

Point of Contact

REDACTED

Notices

For the Authority:
REDACTED
REDACTED

For the Supplier:
REDACTED
REDACTED

By signing and returning this Award Letter, the Supplier agrees to a legally binding contract with the Authority to provide to the Authority the Services specified in this Award Letter, incorporating the rights and obligations in the Terms and Conditions of Contract as set out in Appendix A to this Award Letter.

For and on behalf of the Authority:

For and on behalf of the Supplier:

Name.....

Name.....

Signature.....

Signature.....

Please print and sign one (1) copy of this letter and send an electronic copy to the Crown Commercial Service via e-mail to managedprocurementservice@crownccommercial.gov.uk and one (1) copy to the address below by close of play Friday 22nd January 2015.

REDACTED, Cabinet Office, Analysis and Insight Team, 1 Horse Guards Road, London, SW1A 2HQ

Yours sincerely

REDACTED
Crown Commercial Service, Managed Service
Tel: **REDACTED**
E-mail: **REDACTED**