



Crown  
Commercial  
Service

**Crown Commercial Service**

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

**REDACTED**

The New Economics Foundation  
10 Salamanca Place  
London  
SW1A 2HQ

CCS Ref: CCMA16A02  
Department Ref: RM6000 SO10852

04 August 2016

Dear **REDACTED**,

**Re: Award of Contract for Enabling Social Action**

Crown Commercial Service are writing on behalf of the Cabinet Office (The Authority), to advise that we would like to award the contract, for the above mentioned required, to you.

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

- Contract end date is 31 March 2017
- The total contract value is £24,936 exclusive of VAT
- The Additional Services Required:
  - a) Enabling Social Action webbased content design;  
NEF are producing a pack of materials to be placed on GOV.UK, this will incur some additional designer costs not initially factored into the contract
  - b) Enabling Social Action National Conference;  
We intend to run a national conference to launch the Enabling Social Action materials and share the lessons learnt with commissioners across England
  - c) Enabling Social Action Videos for GOV.UK;  
To support the written materials to commission two short videos, i) to help define social action and ii) interviews with procurement professionals demonstrating the value of co-production as part of the procurement process.

I would be grateful if you can sign two copies of this letter, confirming your acceptance of this contractual change, and return these within 7 (seven) working days to the contract lead:

**REDACTED**,

OCSI Social Action and Local Team Head of London & South ,  
Cabinet Office, 1 Horse Guards Rd, Westminster, London, SW1A 2HQ.

Should you wish to discuss this matter, please do not hesitate to contact me on the details below.

Yours sincerely

**REDACTED**

**Crown Commercial Service Managed Service**

Tel: **REDACTED**

Email: **REDACTED**

The New Economics Foundation accept the terms of the contract as set out in this award letter.

**Name of Organisation:** The New Economics Foundation  
**Authorised Signatory (print):** REDACTED  
**Signature:** REDACTED  
**Date:** 05/08/2016

**Name of Department:** Cabinet Office  
**Authorised Signatory (print):** REDACTED  
**Signature:** REDACTED  
**Date:** 12/09/2016