



Atkins Limited  
Woodcote Grove  
Ashley Road  
Epsom  
Surrey  
England  
KT18 5BW

Attn: **REDACTED**

Date: 18.06.2020

Contract ref: CCCC20A52

Dear **REDACTED**,

**Award of contract for the Provision of Consultancy for Covid-19 Face Coverings Response**

On behalf of the Cabinet Office (the "Authority"), I am pleased to inform you that we would like to award the contract to you.

The call-off contract shall be deemed to have commenced on 23<sup>rd</sup> April 2020 and the Expiry Date will be 22<sup>nd</sup> July 2020. The Contracting Authority reserves the option to extend the call-off contract by 2 months and 1 week, up to 30<sup>th</sup> September 2020. The total contract value shall be up to £400,000 (ex VAT) including all extension options. This is not a guaranteed sum.

This procurement activity was a Direct Award under Commercial Agreement RM6008 Management Consultancy Framework Two, Lot 1 – Business Consultancy 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 print and sign a copy of the Call Off Order Form and forward to the Procurement by 12:00 Friday 19<sup>th</sup> June 2020.

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 sincerely,

Signed for and on behalf of the Cabinet Office

**REDACTED**