

CCCS20A05
COVID-19 Campaign Services

Dear Sirs

Letter of Appointment

This letter of Appointment is issued in accordance with the provisions of the Framework Agreement (RM3774) between CCS and the Agency, dated 16/12/2016

This award has been made against RM60018 utilising regulation 32 (2) (C) in response to the COVID 19 Pandemic situation.

Capitalised terms and expressions used in this letter have the same meanings as in the Contract Terms unless the context otherwise requires.

This letter of appointment combined with the terms and conditions form the contract.

Order Number:	CCCS20A05
From:	The Cabinet Office ("Client") REDACTED
To:	23Red Limited ("Agency") REDACTED

Effective Date:	8 th April 2020
Expiry Date:	End date of Initial Period 7 th October 2020 End date of Maximum Extension Period 7 th April 2021

Services required:	Set out in Schedule 2 of the contract and to be delivered in line with the accepted Proposal Submission. Subsequent calls for works shall be priced and agreed using the framework Statement of Works form as per Annex 1 to Schedule 2 of the contract
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Key Individuals:	For the Customer: REDACTED For the Supplier: REDACTED
Guarantor	N/A

Call Off Contract Charges (including any applicable discount(s), but excluding VAT):	Payment will be made in line with the contract charges at Schedule 9 (Contract Charges) of the contract. All rates are inclusive of expenses and exclusive of VAT. The contract will be for a maximum of £10,000,000.00 (Ex VAT) but including all extension options. This is a call off contact and therefore there is no guarantee of spend.
Liability	Agency Liability: see clause 18.2 of Call Off Contract Client Liability: see clause 18.4 of Call Off Contract
Insurance Requirements	In line with the terms & conditions.
Client billing address for invoicing:	Cabinet Office REDACTED

GDPR	Schedule 8 (Authorised Processing Template)
Alternative and/or additional provisions:	N/A

FORMATION OF CALL OFF CONTRACT

BY SIGNING AND RETURNING THIS LETTER OF APPOINTMENT (which may be done by electronic means) the Agency agrees to enter a Call-Off Contract with the Client to provide the Services in accordance with the terms of this letter and the Call-Off Terms.

The Parties hereby acknowledge and agree that they have read this letter and the Call-Off Terms.

The Parties hereby acknowledge and agree that this Call-Off Contract shall be formed when the Client acknowledges (which may be done by electronic means) the receipt of the signed copy of this letter from the Agency within two (2) Working Days from such receipt.

For and on behalf of the Agency:

Name and Title: REDACTED

Signature:

Date: 20/05/2020

For and on behalf of the Client:

Name and Title: REDACTED

Signature: REDACTED

Date: 24/05/2020