



**Babington Business College
Babington House,
Mallard Way,
Pride Park,
Derby,
DE24 8GX**

Attn: [REDACTED]

Email: [REDACTED]

Date: 21st December 2017

Procurement ref: CCDE17A05

Dear [REDACTED],

Award of contract for the supply of the provision of Recruitment, Training and administration Service of Apprentices for HM Treasury

Further to your submission of a Tender/Proposal for the above Procurement, on behalf of HM Treasury (the "Authority"), I am writing 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.

The call-off contract shall commence 22nd day of December 2017 and the Expiry Date will be 21st day of December 2018 with an option to extend for up to two 2 years (1+1). The contract will include a support element of up to 5 years to cover the maximum term that may be needed for an apprentice to complete their programme (including break if needed) where they are appointed at the end of the initial term (1+1+1). The total contract value shall be up to £450,000.00 ex vat. REDACTED

This procurement activity was a further competition via the open market and the Crown Commercial Service Terms and Conditions plus special terms shall apply. A copy of the contract is provided with this Award Letter and includes those Crown Commercial Service terms and conditions.

Please print and sign a copy and forward to the Procurement Lead electronically via the e-Sourcing Suites' messaging service. They in turn will manage its ratification and return a copy for your records.

Please ensure that the signed copy of the contract is submitted via the e-sourcing suite by Friday 22nd December 2017. You are reminded that no engagement with the Contracting Authority is permitted until a copy of the signed contract is received.

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 HM Treasury

Name: **[REDACTED]**

Signature: **[REDACTED]**

Date: 20/12/17

Signed for and on behalf of Babington Business College

Name: **[REDACTED]**

Signature: **[REDACTED]**

Date: 21st December 2017