



Ministry
of Defence

Ms Ann Scott
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Capita Business Services Limited
4th Floor Barnard's Inn
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Harlow
Essex
CM19 5QE

Dear Sir

1 June 2016

FLEET/00521 (WPS 98) – RESETTLEMENT AND FINANCIAL AWARENESS TRAINING FOR THE NAVAL SERVICE

Reference:

A. Capita email 26 May 2016 15:13 (Pricing Workbook)

1. Further to the Reference the Authority accepts your quote for the above mentioned requirement in accordance with the Terms and Conditions set out in Framework RM 1568.
2. If you wish to accept this offer detailed in the attached contract please complete and sign the DEFFORM 10 returning one copy to me at the address shown above.

Yours sincerely

Ms A E Scott
Commercial Manager
for Def Comrcl CC-Navy Team Leader