First Media Solutions Limited  
**REDACTED TEXT under FOIA Section 40, Personal Information**.

Attn: **REDACTED TEXT under FOIA Section 40, Personal Information**.

**REDACTED TEXT under FOIA Section 40, Personal Information**.

Date:27th April 2022

Contract ref CCZN21A97

**REDACTED TEXT under FOIA Section 40, Personal Information**.

**Award of contract for the supply of Provision of Senior Responsible Owner e-Learning**

Further to your submission of a bid for the above Procurement, on behalf of Crown Commercial Services (the “Authority”), I am pleased to inform you that you ranked first in our evaluation and therefore we would like to award the contract to you.

The attached appendix provides detailed feedback on your submission.

The call-off contract shall commence 28th April 2022 and the Expiry Date will be 27th July 2022. The total contract value shall be £32,600.00 excluding VAT.

This procurement activity was a Call Off under Commercial Agreement RM6219 Learning and Training Lot 1: Learning and Training Services DPS 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 sign the Call-Off Contract/Terms and Conditions (Attachment 5) and forward to the Procurement Lead via email by 15:00 26th April 2022. You are reminded that no engagement with the Contracting Authority is permitted until a copy of the signed contract is received].

A copy signed on behalf of the Contracting Authority will be returned to you for your records. Please also note when signing off the contract, you are also agreeing to the redactions laid out in the transparency pack that you will be sent alongside the contract. This entails all documents that are to be published to contracts finder.

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 Crown Commercial Services | |
| Name: **REDACTED TEXT under FOIA Section 40, Personal Information**. |  |
|  |  |
| Date: 27th April 2022 |  |