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Date: 2nd November 2022

Contract ref: CCCC22A13

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

**Award of contract for the Provision of Consultancy for Soft FM Framework**

I am delighted to inform you that your organisation has now been awarded the Contract, subject to your signature.

Further to your submission of a proposal for the above Procurement, on behalf of **REDACTED TEXT under FOIA Section 40, Personal Information** (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 call-off contract shall commence 4th day of November 2022 and the Expiry Date will be the 13th day of January 2023. The total contract value shall be £49,604.73

This procurement activity was a Direct Award under Commercial Agreement RM6187 Management Consultancy Framework 3 Lot 1 – Business 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 and forward to the Procurement Lead electronically via the e-Sourcing Suites’ messaging service by 15:00pm 3rd November 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 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 Crown Commercial Service |  | Signed for and on behalf of ***insert name of Contracting Authority*** |
| Name: **REDACTED TEXT under FOIA Section 40, Personal Information****REDACTED TEXT under FOIA Section 40, Personal Information** |  | Name: ***insert name******insert job title*** |  |
| Signature: **REDACTED TEXT under FOIA Section 40, Personal Information** |  | Signature: |  |
| Date: 02/11/2022 |  | Date: |  |