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

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

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

Date: 20/09/2022

Contract ref: CCTS22A80

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

**Award of contract for the Provision of User Research Consultancy**

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 call-off contract shall commence 3rd October 2022 and the Expiry Date will be 3rd January 2022 The Contracting Authority reserves the option to extend the call-off contract by one (1) period of twelve (12) months. The total contract value shall be £100,000.00 (Exc VAT) including all extension options. **REDACTED TEXT under FOIA Section 43 Commercial Interests**.

This procurement activity was a Direct Award under Commercial Agreement G-Cloud 12 Framework Agreement (RM1557.12), Lot 3 Cloud Support 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 electronically via e-mail. 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 faithfully,

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| --- | --- |
| Signed for and on behalf of Crown Commercial Services | |
| Name: **REDACTED TEXT under FOIA Section 40, Personal Information**. |  |
| Signature: **REDACTED TEXT under FOIA Section 40, Personal Information**. |  |
| Date: 20/09/2022 |  |