**The Growth Company Limited  
Lee House,  
90 Great Bridgewater Street,  
Manchester,  
Greater Manchester,  
M1 5JW**

Attn: This text has been redacted under the exemptions set out by the Freedom of Information Act.

Date: 28th January 2020

Contract ref: CCHR19A97

Dear Sir,

**Award of contract for The Provision of Apprenticeship Training for the CCS Level 2 Customer Service Practitioner Apprenticeship Programme**On behalf of Crown Commercial Service (the “Authority”), I am pleased to inform you that we would like to award this contract to you.

The attached appendix provides detailed feedback on your submission.

The call-off contract shall commence 31st January 2020 and the Expiry Date will be 31st March 2021. The Contracting Authority reserves the option to extend the call-off contract by one (1) period of 12 months until 31st March 2022. The total contract value shall be £20,125.00 ex VAT including all extension options.

This procurement activity was a Rapid Award under Commercial Agreement RM6012 Apprenticeship Training Dynamic Marketplace 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 print and sign a copy of this letter and forward to the Procurement Lead electronically via the e-Sourcing Suites’ messaging service by 16:00 on 30th January 2020

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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Crown Commercial Service acting as an Agent on behalf of Crown Commercial Service