

**XMA Limited**  
**[REDACTED]**

Attn: **[REDACTED]**

Date: 29/03/2018

Procurement ref: CCIS18A13

Dear Sir/Madam,

**Award of contract for the supply of Cisco Renewal**

Further to your submission of a Tender/Proposal for the above Procurement, on behalf of Her Majesty's Passport Office (HMPO) (the "Authority"), I am writing to advise that the procurement is now complete.

I am pleased to inform you that your company ranked first in our evaluation and therefore we would like to award the contract to you.

The attached appendix provides detailed feedback on your submitted proposal.

The call-off contract shall commence the 29<sup>th</sup> of May 2018 and the Expiry Date will be 24<sup>th</sup> of August 2019. The total contract value shall be £28,541.90.

This procurement activity was a further competition under framework RM3733 Technology Products 2, Lot 3 – Combined Hardware and Software and the framework Terms and Conditions shall apply. A copy of the contract is provided with this Award Letter and includes those framework terms and conditions.

Please print and sign a copy and forward to the Procurement Lead electronically via the e-Sourcing Suites' messaging service. They in turn will manage its ratification and return a copy for your records.

Please ensure that the signed copy of the contract is submitted via the e-sourcing suite by 16:00 Thursday 29<sup>th</sup> of March 2018. You are reminded that no engagement with the Contracting Authority is permitted until a copy of the signed contract is received.

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 Her Majesty's Passport Office (HMPO)

[REDACTED]

Signature: [REDACTED]

29/03/2018