



Promote Consulting Limited  
Accountancy House,  
90 Walworth Road,  
London,  
SE1 6SW

Attn: REDACTED TEXT  
REDACTED TEXT

Date: 31st March 2020

Contract ref: CCCC20A22

Dear REDACTED TEXT,

**Award of contract for the Provision of Consultancy Services for Scale**

I am pleased to inform you that we would like to award the above contract to your company.

The attached appendix provides detailed feedback on your submission.

The call-off contract shall commence on the 1st day of April 2020 and the Expiry Date will be 30th day of June 2020. The Contracting Authority reserved the right to extend the call-off contract for a further three (3) months, until 30 September 2020.

The contract value for the initial three (3) months shall not exceed £87,600.00 (excluding VAT). Should the Contracting Authority implement the extension option, they may use the remaining £10,400 from the original £98,000.00 budget.

The total contract value, including all extension options, shall not exceed £98,000.00 (excluding VAT).

This procurement activity was a Direct Award under CCS RM6008 Management Consultancy Framework Two, Lot 1 Business Consultancy Services, 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 a copy of the Order Form (Attachment 5a) and forward to the Procurement Lead electronically via the e-Sourcing Suites' messaging service by 17:00 pm Tuesday 31 March 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,

Signed for and on behalf of Crown Commercial Service,

Name: REDACTED TEXT

Signature: REDACTED TEXT