



Crown
Commercial
Service

OFFICIAL

9th Floor, The Capital,
Old Hall Street, Liverpool.
L3 9PP

T 0345 010 3503
E info@crownccommercial.gov.uk

www.gov.uk/ccs

**LinkedIn Ireland Unlimited
Redacted**

Date: 23/2/2021

Contract Reference: CCSO20A98

Dear Redacted,

Award of contract for the Provision of Procurement for LinkedIn Licences

Following your bid / proposal for the provision of **LinkedIn Licences** to **Office of Government Property**, (The Contracting Authority) we are pleased to award this contract to you. The attached appendix provides detailed feedback on your submitted proposal.

This letter (Award Letter) and its Annexes set out the terms of the contract between **Office of Government Property** as the Contracting Authority and **LinkedIn Ireland Unlimited** as the Supplier for the provision of the Goods and Services. Unless the context otherwise requires, capitalised expressions used in this Award Letter have the same meanings as in the terms and conditions of contract set out in Annex 1 to this Award Letter (the "**Conditions**"). In the event of any conflict between this Award Letter (and its Annexes) and the Conditions, this Award Letter (and its Annexes) shall prevail. Please do not attach any Supplier terms and conditions to this Award Letter as they will not be accepted by the Customer and may delay the conclusion of the Agreement.

1. For the purposes of the Agreement, the Contracting Authority and the Supplier agree as follows:

- 1.1. The Goods and Services shall be delivered remotely following the UK government's Covid-19 restrictions.
- 1.2. The charges for the Goods and Services shall be as set out in Annex 2. The total contract value shall be £18,850.00 excluding VAT and any extension option. In the event the Contracting Authority wishes to take up a 12 month contract extension, it will approach the Supplier for updated pricing at that time. The Contracting Authority expects the year two pricing to be not significantly less advantageous than the year one pricing.
- 1.3. The specification of the Goods and Services to be supplied is as set out in Annex 3 and within the Supplier's response at Annex 4]. Where there is conflict Annex 3 shall take precedence.
- 1.4. The Date of Delivery shall be Friday 5/3/2021
- 1.5. The Term shall commence on Friday 5/3/2021 (the "Start Date") and the Expiry Date shall be Friday 4/3/2022 on which the contract will end unless extended or subject to early termination. The Customer reserves the option to extend the contract by 1 period of 1 year.

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1.6. The address for notices of the Parties are:

Contracting Authority	Supplier
Redacted	Redacted

1.7. The following persons are Key Personnel for the purposes of the Agreement:

1.7.1. For the Supplier:

Name	Title/Role for the Supplier
Redacted	Redacted

1.7.2 For the Contracting Authority:

Name	Title/Role for the Contracting Authority
Redacted	Redacted

2. Payment

1. One - off Payment for the initial twelve (12) months of the contract period.
2. Payment can only be made following satisfactory delivery of pre-agreed certified products and deliverables.
3. Before payment can be considered, each invoice must include a detailed elemental breakdown of work completed and the associated costs.

Invoices should be submitted to:

Redacted

3. Liaison

For general liaison your contact will continue to be Redacted

Please confirm your acceptance of the award of this contract by signing and returning the enclosed copy of this letter to Redacted at the above address **within two** days from the date of this letter. No other form of acknowledgement will be accepted. Please remember to quote the Contract Reference



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number above in any future communications relating to this Contract. You are reminded that no engagement with the Contracting Authority is permitted until a copy of the signed contract is received.

Thank you for your cooperation.

Yours faithfully,

Redacted	
Redacted	
Redacted	
Redacted	

We accept the terms set out in this letter and its Annexes, including the Conditions.

Redacted
Redacted
Redacted
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