**RTS Communications Limited  
Unit 40-42**

**Jaggard Way**

**London**

**SW12 8SG**

Attn:  **REDACTED**

**REDACTED**

Date: **24th January 2022**

Contract ref: CCTS21A58

Dear REDACTED,

**Award of contract for the supply of provision of recording and transcription**

The call-off contract shall commence 24th January 2022 the Expiry Date will be 23rd January 2023. The Contracting Authority reserves the option to extend the call-off contract by a period of 12 months. The total contract value shall be £288,000.00 (Inc VAT) including all extension options.

This procurement activity was a Direct Award under Commercial Agreement G Cloud 12 RM1557.12 Lot 2 Software 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.

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 **Boundary commission for England** | |
| Name: REDACTED REDACTED |  |
| Signature: REDACTED |  |
| Date:24th January 2022 |  |