**REDACTED TEXT under FOIA Section 40, Personal Information**

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Attn:  **REDACTED TEXT under FOIA Section 40, Personal Information**

**REDACTED TEXT under FOIA Section 40, Personal Information**

Date: 28th February 2023

Contract ref: CCZZ23A02

Dear **REDACTED TEXT under FOIA Section 40, Personal Information**,

**Award of contract for the Provision of Logistics Benchmarking**

I am delighted to inform you that your organisation has now been awarded the Contract, subject to your signature.

Further to your submission of a bid for the above Procurement, on behalf of Crown Commercial Service(the “Authority”), I am pleased to inform you that you ranked first in our evaluation and therefore we would like to award the contract to you.

The attached appendix 1 provides detailed feedback on your submission.

The call-off contract shall commence 1st day of March 2023 and the Expiry Date will be 31st day of March 2023. The total contract value shall be £24,520 excluding VAT.

This procurement activity was a Call Off competition under Commercial Agreement RM6126 Research & Insights, Lot 1: Research & Insights 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 the Call-Off Contract and forward to the Procurement Lead electronically via the e-Sourcing Suites’ messaging service by 17:00pm 28th February 2023. You are reminded that no engagement with the Contracting Authority is permitted until a copy of the signed contract is received.

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 under FOIA Section 40, Personal Information** |  |
| Signature: **REDACTED TEXT under FOIA Section 40, Personal Information** |  |
| Date: 28th February 2023 |  |