**REDACTED**

Attn:  **REDACTED**

**REDACTED** Date: ***29/05/2020***

Contract ref: ***CCCC20A73***

Dear **REDACTED**,

**Award of contract for the supply of *COVID-19 Support Services for Commercial and Operations***

Further to your submission of a bid for the above Procurement, on behalf of Cabinet Office (the “Authority”), I am pleased to inform you we would like to award the contract to you.

The call-off contract was deemed to commence on 28 day of April 2020 and the Expiry Date will be 29 day of May 2020. An extension period is granted from 30 day of May to 29 day of June 2020) The total contract value shall be £61,200.00 (excluding VAT).

This procurement activity was a Direct Award under CCS Commercial Agreement RM6008 – Management Consultancy Framework 2 (MCF 2) / 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 print and sign a copy of the Contract Order Form and forward to the Procurement Lead electronically via email as a reply to the award message by 11:00 am 3 June 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 sincerely,

|  |  |
| --- | --- |
| Signed for and on behalf of ***Cabinet Office*** | |
| **REDACTED** |  |