REDACTED TEXT under FOIA Section 40, Personal Information

Attn: REDACTED TEXT under FOIA Section 40, Personal Information

Date: 23rd November 2023

Contract ref: **CCCC23A18**

Dear REDACTED TEXT under FOIA Section 40, Personal Information,

**Award of Contract for the Provision of Consultancy Services for Spotlight 23/24**

Further to your submission of a bid for the above Procurement, on behalf of Cabinet Office (the “buyer”), 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 provides detailed feedback on your submission.

The call-off contract shall commence 27th day of November 2023 and the Expiry Date will be 26th day of August 2024. The Buyer reserves the option to extend the call-off contract by 1 period of up to 3 months. The total contract value shall be £350,500.00 excluding VAT for the initial term, there will be a 50% uplift in value if the extension option is utilised. Any extension is subject to separate internal financial approval.

This procurement activity was a Call Off under Commercial Agreement RM6187 Management Consultancy Framework Three (MCF3) Lot 4: Finance 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 Order Form/Terms and Conditions via Docusign by Monday November 27th 2023 at 12:00pm. You will receive a separate email with a link to this. You are reminded that no engagement with the Buyer is permitted until a copy of the signed contract is received.

A copy signed on behalf of the Buyer 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 |
| Name: REDACTED TEXT under FOIA Section 40, Personal InformationSenior Advisor |  |
| Signature: REDACTED TEXT under FOIA Section 40, Personal Information |  |
| Date: 23rd November 2023 |  |