



thebigword Group Ltd
Link Up House
Ring Road
Lower Wortley
Leeds
LS12 6AB

Attn: [REDACTED]

Email: [REDACTED]

Date: 27th September 2017

Procurement ref: CCIN17A02

Dear [REDACTED],

Award of contract for the supply of Language Services Lot 1 Managed Service

Following our recent correspondence, I can now confirm that the standstill period has expired and 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 Tender/Proposal for the above Procurement, on behalf of Department for Work and Pensions (the "Authority"), I am writing to advise that the procurement is now complete

The attached appendix provides detailed feedback on your submitted proposal.

The call-off contract shall commence on 31st October 2017 and the Expiry Date will be 30th October 2019. The Authority reserves the option to extend the call-off contract by 2 periods of 1 year (1+1). The total contract value shall be £4,400,000 (ex VAT) excluding extension options.

This procurement activity was a further competition under framework RM1092 Language Services Lot 1 and the framework Terms and Conditions shall apply. A copy of the contract is provided with this Award Letter and includes those framework terms and conditions.

Please print and sign a copy and forward to the Procurement Lead electronically via the e-Sourcing Suites' messaging service. They in turn will manage its ratification and return a copy for your records.

Please ensure that the signed copy of the contract is submitted via the e-sourcing suite by 6th October 2017. You are reminded that no engagement with the Contracting Authority is permitted until a copy of the signed contract is received.



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 Department for Work and Pensions

Name: **[REDACTED]**

Signature: **[REDACTED]**

Date: 27th September 2017