**DA Languages Limited**

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

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

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

 Date: ***26th April 2023***

Contract ref: ***CCHR23A02***

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

**Award of contract for the provision of Translation and accessible formats, UK Covid-19 Inquiry**

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

The call-off contract shall commence 2nd day of May 2023 and the Expiry Date will be 1st day of May 2024. The Contracting Authority reserves the option to extend the call-off contract by two (2) periods of one (1) year (1+1+1). The total contract value shall be £300,000.00 excluding VAT and including all extension options. The Authority reserves the right to adjust the annual amounts during the contracted period up to and including the overall value of the

contract.

This procurement activity was a Call Off under Commercial Agreement RM6141 Language Services, Lot 1: National Managed Service 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/Terms and Conditions and forward to the Procurement Lead electronically via the e-Sourcing Suites’ messaging service by 12:00 Thursday 28th April 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,

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| Signed for and on behalf of ***Cabinet Office*** |
| Name: **REDACTED TEXT under FOIA Section 40, Personal Information*.******Procurement Lead*** |  |
| Signature: **REDACTED TEXT under FOIA Section 40, Personal Information.** |  |
| Date: 26th April 2023 |  |