

Robertson Bell Ltd
REDACTED

Attn: REDACTED
REDACTED

Date: 3rd January 2018
Procurement ref: CCCB17A20

Dear REDACTED,

Award of contract for the supply of Provision a Temporary Head of Financial Control – REDACTED

On behalf of Cabinet Office (the “Authority”) I am delighted to inform you that your organisation has been awarded the Contract, subject to your signature.

The call-off contract shall commence 11th day of December 2017 and the Expiry Date will be 31st day of March 2018 with no option to extend. The total contract value shall be £36,249.61 exc. Vat.

This procurement activity was a direct award under framework Non Medical Non Clinical (RM971 – Lot 4) and the framework Terms and Conditions shall apply. A copy of the contract is provided with this Award Letter.

Please print and sign a copy and forward to the Procurement Lead electronically. 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 by email to:
REDACTED by Friday 5th January 2018

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 HM Cabinet Office
Name: REDACTED

Signature: REDACTED

Date: 3rd January 2018