



Korn Ferry Hay Group



Attn: [REDACTED]



Date: 12th October 2016

Procurement ref: CCZZ16A15

Dear Sir/Madam,

Award of contract for the supply of Identification, Consolidation, and Redevelopment of Policing Role Profiles

Following your tender proposal for the supply of Identification, Consolidation, and Redevelopment of Policing Role Profiles to College of Policing, we are pleased to award this contract to you.

This letter (Award Letter) and its Annexes set out the terms of the contract between the College of Policing Limited as the Customer and Korn Ferry Hay Group as the Supplier for the provision of the Services. Unless the context otherwise requires, capitalised expressions used in this Award Letter have the same meanings as in the terms and conditions of contract set out in Annex 1 to this Award Letter (the “**Conditions**”). In the event of any conflict between this Award Letter (and its Annexes) and the Conditions, this Award Letter (and its Annexes) shall prevail. Please do not attach any Supplier terms and conditions to this Award Letter as they will not be accepted by the Customer and may delay the conclusion of the Agreement.

1. For the purposes of the Agreement, the Customer and the Supplier agree as follows:

- 1.1. The Services shall be delivered at the Supplier’s location. It is anticipated that much of the work will be desk based, though visits to the College of Policing Limited for meetings are probable.
- 1.2. The charges for the Services shall be as set out in Annex 2. The total contract value shall be (£ exc. VAT) £109,325.00.
- 1.3. The specification of the Services to be supplied is as set out in Annex 3 and within the Supplier’s response at Annex 4. Where there is conflict Annex 3 shall take precedence.
- 1.4. The Term shall commence on 1st November 2016 and the Expiry Date shall be 31st March 2017, with no option to extend.



1.5. The address for notices of the Parties are:

Customer

College of Policing Limited
[Redacted]

Attn: [Redacted]
Email: [Redacted]

Supplier

Korn Ferry Hay Group
[Redacted]
[Redacted]
[Redacted]
Attn: [Redacted]
[Redacted]

1.6. The following persons are Key Personnel for the purposes of the Agreement:

Name	Title/Role
[Redacted]	Korn Ferry Hay Group
[Redacted]	College of Policing
[Redacted]	College of Policing
[Redacted]	College of Policing

1.7. The Customer may require the Supplier to ensure that any person employed in the provision of the Services has undertaken a Disclosure and Barring Service check. The Supplier shall ensure that no person who discloses that he/she has a conviction that is relevant to the nature of the Services, relevant to the work of the Customer, or is of a type otherwise advised by the Customer (each such conviction a “**Relevant Conviction**”), or is found by the Supplier to have a Relevant Conviction (whether as a result of a police check, a Disclosure and Barring Service check or otherwise) is employed or engaged in the provision of any part of the Services.

2. Payment

- 2.1. Payment will be made following satisfactory delivery of pre-agreed certified products at the end of the project.
- 2.2. Before payment can be considered, the invoice must include a detailed elemental breakdown of work completed and the associated costs.

3. Liaison

For general liaison your contact will continue to be [Redacted] or, in their absence, [Redacted]

We thank you for your co-operation to date, and look forward to forging a successful working relationship resulting in a smooth and successful delivery of the Services. Please confirm your



acceptance of the award of this contract by signing and returning the enclosed copy of this letter via the eSourcing Portal **within 7** days from the date of this letter. No other form of acknowledgement will be accepted.

Yours faithfully,

Signed for by the College of Policing Limited (“the Customer”)

Name: [Redacted]
Head of Procurement

Signature: [Redacted]

Date: 12/10/2016

We accept the terms set out in this letter and its Annexes, including the Conditions.

Signed for and on behalf of Korn Ferry Hay Group (“the Supplier”)

Name: [Redacted]

Signature: [Redacted]

Date: 14/10/2016