

Konica Minolta Business Solutions (UK) Ltd
REDACTED

Attn: REDACTED
REDACTED

Date: 24th April 2019

Contract ref: CCOE19A01

Dear Sir/Madam,

Award of contract for the supply of Photocopier Supply and Service

Further to your submission of a bid for the above Procurement, on behalf of Office of the Immigration Services Commissioner (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 Lease Agreement shall commence on the 24th day of April 2019 and the Expiry Date will be the 7th day of November 2022. The total indicative contract value shall be up to a maximum of £17,397.37 which is based on the yearly click charges estimated in the Attachment Three (3) Statement of Requirements, together with the leasing charges.

This procurement activity was a Call Off under Commercial Agreement RM3781 Multifunctional Devices, Managed Print and Content Services and Records and Information Management, and the Commercial Agreement Terms and Conditions shall apply. A copy of the Lease Agreement is provided with this Award Letter and includes those terms and conditions.

Please print and sign a copy of the Lease Agreement and forward it to the Procurement Lead electronically via the e-Sourcing Suite's messaging service by 1700 hours on 9th May 2019.

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,

Signed for and on behalf of Office of the Immigration Services Commissioner

Name: REDACTED

Category Executive

Signature: REDACTED

Date: 24th April 2019