**Qualtrics LLC  
Qualtrics Headquarters.**

**10 York Road,**

**Waterloo,**

**London**

**SE1 7ND,**

**England**

Attn:  **REDACTED**

**REDACTED**  Date: 30th March 2021

Contract ref: CCZN21A14

Dear **REDACTED**,

**Award of contract for the supply of Voice of the Customer Research Platform**

I am pleased to inform you that following a search on Digital Marketplace, your service listing (ID 854559551741321) was shortlisted for the above Procurement, on behalf of Cabinet Office (the “Authority”). I am pleased to inform you that following the Authority’s procurement activity we would like to award the contract to you.

The call-off contract shall commence 1st day of April 2021 and the Expiry Date will be 31st day of March 2022. The Contracting Authority reserves the option to extend the call-off contract by one period of one year. The total contract value shall be £100,000.00 including all extension options.

This procurement activity was a Direct Award under Commercial Agreement RM1557.12 G-Cloud 12, Lot 2 Cloud Software 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 return email by Midday 31st March 2021.

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 sincerely,

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| Signed for and on behalf of Cabinet Office | |
| Name: **REDACTED**  Senior Advisor |  |
| Signature: **REDACTED** |  |
| Date: 30/03/2021 |  |