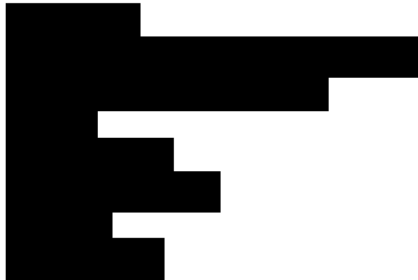




Department  
for Transport

Department for Transport  
33 Horseferry Road  
London



Attn: [REDACTED]

Date: 25/08/2022

Procurement ref: TRCF3070

Dear Sir,

**Award of contract for Non-Executive Director Recruitment Services HS2 DfT.**

Further to your submission of a Tender for the above project, I am writing to advise that the Procurement is now complete.

I am pleased to inform you that your company has been successful and therefore we would like to award the contract to you.

Appendix 1 provides feedback on your successful proposal.

The contract shall commence on the 31/08/2022 and the Expiry Date will be 30/08/2023. The contract will be for an initial 12 Months with an option to extend for a further 6 Months if required.

This procurement activity was conducted via a competitive procedure on the Crown Commercial Services Lot 6 – RM6002 Permanent Recruitment Solutions Framework. This letter and the documents listed below form a binding contract between you and this Department.

- Tender documents issued on 05/08/2022.
- Your proposal/quotation submitted on 15/08/2022.
- Call-Off Order Form (issued separately).
- CCS Framework Terms and Conditions RM6002.

The commencement date of this contract will be 31/08/2022 and will expire on 30/08/2023. The Contract Lead [REDACTED] [@dft.gov.uk](mailto:[REDACTED]@dft.gov.uk) will contact you to discuss start up arrangements under this contract.

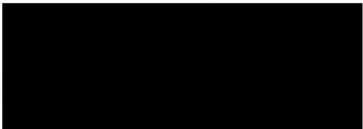

The firm approved cost for the work will be for £95,000 (exclusive of VAT) for the indicative 12 month term and this must not be exceeded.

You will be issued with an official Purchase Order Number. Invoices must quote the correct Purchase Order Number and should be submitted as directed in the Purchase Order to:




Invoices received without the correct Purchase Order Number are likely to be returned to you and will delay receipt of payment.

If you are content to enter into a binding contract, please sign and return a copy of this letter. This letter (including the documents referred to in it) and the copy you return will form the binding contract.

Signed:	
Name:	
Position:	Principal
Date:	Thurs, 25 Aug 2022

Yours sincerely,

A black rectangular redaction box covering a signature.

, DfT Commercial Manager

Signed for and on behalf of the Department for Transport

## Appendix 1

