



Civica UK Limited  
Southbank Central, 8th Floor,  
30 Stamford Street  
London  
SE1 9LQ

Attn: **REDACTED TEXT**

Date: 21/04/2021

Contract ref: CCZN21A08

Dear **REDACTED TEXT**,

**Award of contract for the Provision of Electoral Management System (EMS) ("call-off contract") SUBJECT TO CONTRACT**

Further to your submission of a bid for the above Procurement, on behalf of the Electoral Office for Northern Ireland (the "Buyer"), I am pleased to inform you that you ranked first in our evaluation and therefore we would like to award the call-off contract to you, subject to the terms of this letter.

The attached appendix provides detailed feedback on your submission.

Defined terms used in this letter are, unless expressly otherwise defined, as defined in the call-off contract.

**CALL-OFF CONTRACT TERM AND VALUE**

This procurement activity was a Call-Off Competition under CCS Commercial Agreement RM3821 Data and Application Solutions, Lot 2c Citizen Services and the Commercial Agreement Terms and Conditions shall apply. A copy of the call-off contract is provided with this letter and includes those terms and conditions.

The final terms of the call-off contract are subject to further agreement, as detailed below. The award described in this letter is therefore subject to contract. The call-off contract shall commence on the date of its execution by both parties, and the Expiry Date will be the fifth anniversary of such date. The Buyer reserves the option to extend the call-off contract by 2 periods of 1 year (5+1+1). The total contract value shall be £1,913,501.00 including all extension options but excluding VAT and Cloud Hosting Costs. Additional budget will be sought for this requirement once cloud hosting costs have been confirmed.

**FURTHER AGREEMENTS**

The Buyer has made further amendments to the Core Terms and to schedule 13 of the call-off contract, as shown in markup in the enclosed schedule 22.



Additionally, you have offered five comments on the terms and conditions of the call-off contract, as conveyed in your **“Civica’s position with respect to optional & service specific elements of RM3821 Call Off Terms”** statement. The Buyer’s response to each of these five comments is also enclosed.

Please review the amended schedule 22, and the Buyer’s response to your five comments, and provide any further comments as soon as reasonably possible in relation to same and forward to the Procurement Lead electronically via the e-Sourcing Suites’ messaging service by 10am Friday 23rd April 2021.

Should you have any queries regarding this or any other matter please do not hesitate to contact me.

Yours sincerely,

Signed for and on behalf of the Electoral Office for Northern Ireland

Name: **REDACTED TEXT**

Signature: **REDACTED TEXT**