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**Insight Direct UK Ltd**  
**REDACTED**

Attn: **REDACTED**

Date: **20<sup>th</sup> June 2017**

Procurement ref: **CCSO17B75**

Dear Sir/Madam,

**Award of contract for the supply of Microsoft Software**

Further to your submission of a Tender/Proposal for the above Procurement, on behalf of The Department for Education (the "Authority"), I am writing to advise that the procurement is now complete.

I am pleased to inform you that your company ranked first in our evaluation and therefore we would like to award the contract to you.

The attached appendix provides detailed feedback on your submitted proposal.

The call-off contract shall commence 21<sup>st</sup> day of June 2017 and the Expiry Date will be 12 months after the supply of the licences to the Authority. The total contract value shall be £461,700.00.

This procurement activity was a further competition under framework RM3733 Technology Products Lot 2 - Software and the framework Terms and Conditions shall apply. A copy of the contract is provided with this Award Letter and includes those framework terms and conditions.

Please print and sign a copy and forward to the Procurement Lead electronically via the e-Sourcing Suites' messaging service. They in turn will manage its ratification and return a copy for your records.

Please ensure that the signed copy of the contract is submitted via the e-sourcing suite by midday on 21<sup>st</sup> June 2017.

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 The Department for Education

Name: **REDACTED**

Signature:

**REDACTED**

Date: 20<sup>th</sup> June 2017

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