



PricewaterhouseCoopers LLP  
7 More Riverside  
London  
SE1 2RT

Attn: REDACTED  
[peter.x.sparshott@pwc.com](mailto:peter.x.sparshott@pwc.com)

Date: Tuesday 22<sup>nd</sup> August 2017  
Procurement ref: CCCC17A60

Dear Sir/Madam,

**Award of Contract for the Provision of Consultancy for Assessing the Costs of Administering the Civil Service Pension Arrangements**

Following your tender / proposal for the Provision of Consultancy for Assessing the Costs of Administering the Civil Service Pension Arrangements to the Cabinet Office, we are pleased to award this contract to you. The attached appendix provides detailed feedback on your submitted proposal.

This letter (Award Letter) and its Annexes set out the terms of the contract between the Cabinet Office as the Customer and PricewaterhouseCoopers LLP as the Supplier for the provision of the Services. Unless the context otherwise requires, capitalised expressions used in this Award Letter have the same meanings as in the terms and conditions of contract set out in Annex 1 to this Award Letter (the “**Conditions**”). In the event of any conflict between this Award Letter (and its Annexes) and the Conditions, this Award Letter (and its Annexes) shall prevail. Please do not attach any Supplier terms and conditions to this Award Letter as they will not be accepted by the Customer and may delay the conclusion of the Agreement.

**1. For the purposes of the Agreement, the Customer and the Supplier agree as follows:**

- 1.1. The Services shall be performed at the supplier’s premises, with some meetings held on the Authority’s premises, or those of key stakeholders.
- 1.2. The charges for the Services shall be as set out in Annex 2. The total contract value shall be £45,253.00 (excluding VAT), including all extension options.
- 1.3. The specification of the Services to be supplied is as set out in Annex 3 and within the Supplier’s response at Annex 4 subject to any clarifications as set out in Annex 5. Where there is conflict Annex 3 shall take precedence.
- 1.4. The Term shall commence on Thursday 24<sup>th</sup> August 2017 (the “Start Date”) and the Expiry Date shall be Thursday 5<sup>th</sup> October 2017.



1.5. The address for notices of the Parties are:

**Customer**

The Cabinet Office  
The Cabinet Office  
1 Horse Guards' Road  
SW1A 2HQ  
London:  
Attention: REDACTED  
Email: REDACTED

**Supplier**

PricewaterhouseCoopers LLP  
7 More Riverside  
London  
SE1 2RT  
Attention: REDACTED  
Email: REDACTED

1.6. The following persons are Key Personnel for the purposes of the Agreement:

Name	Title/Role
REDACTED	Head of Assurance and Procurement Civil Service & Royal Mail Pensions
REDACTED	Engagement Leader
REDACTED	Managing Consultant
REDACTED	Principal Consultant
REDACTED	Senior Consultant

## 2. Payment

To avoid delay in payment it is important that the invoice is compliant and that it includes a valid PO Number, item number (if applicable) and the details (name and telephone number) of your Customer contact (i.e. Contract Manager). Non-compliant invoices will be returned, which may lead to a delay in payment. If you have a query regarding an outstanding payment please contact the Customer's Accounts Payable section.

## 3. Liaison

For general liaison your contact will continue to be REDACTED.

We thank you for your co-operation to date, and look forward to forging a successful working relationship resulting in a smooth and successful delivery of the Services. Please confirm your acceptance of the award of this contract by signing and returning the enclosed copy of this letter via the eSourcing portal **within 7** days from the date of this letter. No other form of acknowledgement will be accepted. Please remember to quote the procurement reference number above in any future



Crown  
Commercial  
Service

OFFICIAL

9<sup>th</sup> Floor, The Capital,  
Old Hall Street, Liverpool.  
L3 9PP

T 0345 010 3503  
E [info@crownccommercial.gov.uk](mailto:info@crownccommercial.gov.uk)

[www.gov.uk/ccs](http://www.gov.uk/ccs)

communications relating to this contract. You are reminded that no engagement with the Contracting Authority is permitted until a copy of the signed contract is received.

Yours faithfully,

Signed for and on behalf of the Cabinet Office ("the Customer")

Name:

Signature:

Date:

We accept the terms set out in this letter and its Annexes, including the Conditions.

Signed for and on behalf of PricewaterhouseCoopers LLP ("the Supplier")

Name:

Signature:

Date:

OFFICIAL