REDACTED TEXT

KPMG LLP

15 Canada Square

London

E14 5GL

16th March 2016

Dear REDACTED TEXT,

**CCS Reference: SO16395 The Provision to Provide Consultancy for Access to Work (AtW) Feasibility Study**

**DWP Contract Number CCCC16AAO**

Contract Period: 21st March 2016 – 10th June 2016.

Contract for the provision of consultancy services by KPMG LLP as Supplier to Department for Work and Pensions as Customer pursuant to the ConsultancyONE Framework Agreement (RM 1502) dated 18 February 2013 between the Minister for the Cabinet Office acting through Crown Commercial Service as the Authority and the Supplier as varied by the Agreement Change Note dated 16 February 2016. We refer to the above-mentioned ConsultancyONE Framework Agreement (the “Framework Agreement”).

For the purposes of this Letter of Appointment:

* capitalised terms and expressions used in this Letter of Appointment have the same meanings given to them in or pursuant to the Call-Off Terms attached to this Letter of Appointment unless the context otherwise requires;
* references to Appendices are references to the appendices to this Letter of Appointment; and
* the Appendices shall form part of this Letter of Appointment.

This Letter of Appointment constitutes an Order for the provision by you to us of the Contract Services (specified in Appendix 1) from the Effective Date (specified in Appendix 1) on the basis of the Day Rates / Contract Charges (set out in Appendix 2) and, save as varied and / or supplemented pursuant to the provisions (set out in Appendix 3) in accordance with the Call-Off Terms.

This Order is placed under Lot number 2.1 of the Framework Agreement and for the avoidance of doubt the total value of contract will not exceed £135,000.00 excluding VAT.

For the purposes of the Contract, the address of each Party is:

* for the Customer:

Department for Work and Pensions, Finance Group, Caxton House, Floor 5 Zone A, 6 - 12 Tothill Street, London, SW1H 9NA.

For the attention of: REDACTED TEXT

Tel: REDACTED TEXT

Email: REDACTED TEXT

* for the Supplier:

KPMG LLP, 15 Canada Square, London. E14 5GL.

For the attention of: REDACTED TEXT

Tel: REDACTED TEXT

Email: REDACTED TEXT

This Letter of Appointment requires KPMG LLP to attend an inception meeting on 21st March 2016 at 09:00hrs. The location of this meeting will be held at:

Department for Work & Pensions

Caxton House

Tothill Street

London

SW1H 9NA

This is subject to the Letter of Appointment being signed by KPMG LLP before Friday 18th March 2016.

**Please return the Letter of Appointment with the acknowledgement signed by the appropriate authorised signatory within your organisation.**

**You should be aware that by signing and returning this Letter of Appointment you will have entered into a legally binding contract with us to supply the Contract Services specified in Appendix 1 and represent and warrant that you have carried out a conflict check in relation to such contract that revealed no conflicts of interest.**

Yours sincerely,

For and on behalf of the Department for Work and Pensions

I hereby confirm receipt of the above Letter of Appointment and the agreement of KPMG LLP to provide to the Department for Work and Pensions the Contract Services as specified in the Letter of Appointment in accordance with its terms.

**Supplier Signatory**

|  |  |
| --- | --- |
| Signed: REDACTED TEXT | Date: |
| Name:  **Customer Signatory** | Status: |
| Signed: REDACTED TEXT | Date: |
| Name: | Status: |