



**Crown
Commercial
Service**

Crown Commercial Service

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<https://www.gov.uk/ccs>

REDACTED

Iron Mountain
Third Floor Cottons Centre
Tooley Street
London
SE1 2TT

CCS Ref: SO16386

15th January 2016

Dear **REDACTED**

Re: Award of Contract Variation for L0162 HMT Document Storage and Related Services

Crown Commercial Service are writing to inform you of HM Treasury's intention to vary the existing contract for Document Storage and Related Services with your organisation, contract reference L0162. The conditions of this variation are:

- the total value covering this variation is covered under Purchase Order no. 40027329 valued at **REDACTED**
- the maximum contract value is now **REDACTED**
- the variation covers the removal of B12 contents to an offsite archive storage location

All other terms and conditions of the contract remain unchanged.

Please print and sign one (1) copy of this letter and send an electronic copy to the Crown Commercial Service via e-mail to managedprocurementservice@crowncommercial.gov.uk and via one (1) copy to the address below by close of play Friday 15th January 2016.

REDACTED, Contracts Manager, HM Treasury, 3rd Floor Yellow, 1 Horse Guards Road, London, SW1A 2HQ

Should you wish to discuss this matter, please do not hesitate to contact me on the details below.

Yours sincerely

REDACTED

Crown Commercial Service Managed Service

Tel: **REDACTED**

Email: **REDACTED**

Iron Mountain accept the terms of the contract variation as set out in this award letter.

Name of Organisation: Iron Mountain

Authorised Signatory (print): REDACTED _____

Signature: REDACTED _____

Date: REDACTED _____

Name of Department: HM Treasury

Authorised Signatory (print): REDACTED _____

Signature: REDACTED _____

Date: REDACTED _____