**REDACTED TEXT under FOIA Section 40, Personal Information**

Attn:  **REDACTED TEXT under FOIA Section 40, Personal Information**

**REDACTED TEXT under FOIA Section 40, Personal Information**

Date: **27th February 2023**

Contract ref: **CCIT22A36**

Dear **REDACTED TEXT under FOIA Section 40, Personal Information**

**Award of contract for the Provision of Secured Web Based Collaboration Tool**

On behalf of the Crown Commercial Service (the “Contracting Authority”), I am pleased to inform you that you have been identified by the Contracting Authority as the preferred Supplier in line with the RM1557.13 G-Cloud 13 Lot 3: Cloud Support Commercial Agreement parameters for Direct Award and therefore we would like to award the contract to you.

The call-off contract shall commence 28th day of February 2023 and the Expiry Date will be 27th day of February 2025. The Contracting Authority reserves the option to extend the call-off contract by 1 period of 12 months. The total contract value shall be £69,935.73 (excluding VAT), including all extension options.

This procurement activity was a Direct Award buying process under Commercial Agreement G-Cloud 13 RM1557.13, Lot 3 Cloud Support and the Commercial Agreement Terms and Conditions shall apply. A copy of the contract is provided with this Award Letter and includes those terms and conditions.

Please sign the Call-Off Contract/Terms and Conditions (Attachment 5) and forward to the Procurement Lead by 17:00 27th February 2023.

A copy signed on behalf of the Contracting Authority will be returned for your records.

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

Yours faithfully,

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| Signed for and on behalf of **Cabinet Office**  |
| Name: **REDACTED TEXT under FOIA Section 40, personal Information** |  |
| Signature: **REDACTED TEXT under FOIA Section 40, Personal Information** |  |
| Date: 27th of February 2023 |  |