



**Deloitte LLP**  
**Stonecutter Court**  
**1 Stonecutter Street**  
**London**  
**EC4A 4TR**

Attn: **REDACTED**  
**REDACTED**

Date: Wednesday 27<sup>th</sup> September 2017  
Procurement ref: CCCC17A00

Dear Sir/Madam,

**Award of contract for the Provision of Consultancy for Review of the Semaphore System**

Following your tender / proposal for the supply of Consultancy for Review of the Semaphore System to the Home 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 Home Office as the Customer and Deloitte 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 2 Marsham Street, London, SW1P 4DF. Other locations used in the delivery of services will be a Manchester address.
- 1.2. The charges for the Services shall be as set out in Annex 2. The total contract value shall not exceed £76,530 (Excluding VAT).
- 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. Where there is conflict Annex 3 shall take precedence.
- 1.4. The Term shall commence on Monday 2nd October 2017 (the “Start Date”) and the Expiry Date shall be Friday 13th October 2017.

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1.5. The address for notices of the Parties are:

**Customer**

Border Force  
2 Marsham Street  
London  
SW1P 4DF  
Attention: REDACTED  
Email: REDACTED

**Supplier**

Deloitte LLP  
Stonecutter Court  
1 Stonecutter Street  
London  
EC4A 4TR  
Attention: REDACTED  
Email: REDACTED

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

Name	Title/Role
REDACTED	Deputy Director Border Systems Improvement
REDACTED	Deloitte LLP

**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 Mike Coombes.

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 2 working** 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 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 Home Office ("the Customer")

Name:

Signature:

Date:



Crown  
Commercial  
Service

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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)

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

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

Name:

Signature:

Date:

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