

Speedlight Ltd

REDACTED

Attn: REDACTED

Date: 21st November 2017

Procurement ref: **CCCR17A01**

Dear REDACTED,

Award of contract for the supply of Provision of General Courier Services to the Home Office Group

Further to your submission of a Tender/Proposal for the above Procurement, on behalf of the Home Office (the "Authority"), I am writing to advise that the procurement is now complete.

I am pleased to inform you that your company ranked first in our evaluation and therefore we would like to award the contract to you.

The attached appendix provides detailed feedback on your submitted proposal.

The call-off contract shall commence 1st day of January 2018 and the Expiry Date will be 31st day of December 2018. The Authority reserves the option to extend the call-off contract by one (1) period of one (1) year. The total contract value shall be £740,356.80.

This procurement activity was a further competition under framework RM3798 Courier Services, Lot 1 - collection and delivery of parcels and documents and the framework Terms and Conditions shall apply. A copy of the contract is provided with this Award Letter and includes those framework terms and conditions.

Please print and sign a copy and forward to the Procurement Lead electronically via the e-Sourcing Suites' messaging service. They in turn will manage its ratification and return a copy for your records.

Please ensure that the signed copy of the contract is submitted via the e-sourcing suite before 28th November 2017. You are reminded that no engagement with the Contracting Authority is permitted until a copy of the signed contract is received.

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

Yours sincerely,

Name: REDACTED

Signature: REDACTED

Date: