



McKinsey & Company, Inc. United Kingdom

No. 1 Jermyn Street

London

SW1Y 4UH

Attn: **REDACTED**

REDACTED

Date: 19th April 2017

Procurement ref: CCCC17A47

Dear Sir,

Award of contract for the supply of DECA Support

Following your tender / proposal for the supply of consultancy services to Cabinet Office, we are pleased to award this contract to you.

This letter (Award Letter) and its Annexes set out the terms of the contract between Cabinet Office as the Customer and McKinsey & Company, Inc. United Kingdom 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 out at Aviation House, 125 Kingsway, London, WC2B 6NH and locations around Whitehall 70 Whitehall, London SW1A 2AS.
- 1.2. The charges for the Services shall be as set out in Annex 2 - Price. The total contract value shall be £398,400 (not including any extension options). If the Authority elects to extend the contract to add additional services then the Contract Value may need to be varied. This will be agreed between the Authority and the Supplier based upon the day rates established in the ConsultancyONE - RM1502/L4.1 framework.
- 1.3. The specification of the Services to be supplied is as set out in Annex 3 – Statement of Requirements and within the Supplier’s response at Annex 4 – Supplier Response, subject to any clarifications as set out in Annex 5 – Bid Clarification. Where there is conflict Annex 3 shall take precedence.

The Term shall commence on 21/04/2017 (the “Start Date”) and the Expiry Date shall be 15/06/2017. The Authority reserves the option to extend the contract by 2 periods of 2 weeks.

1.4. The address for notices of the Parties are:

Customer

Cabinet Office
70 Whitehall
London SW1A 2AS
Attention: REDACTED
Email: REDACTED

Supplier

McKinsey & Company, Inc. United Kingdom
No. 1 Jermyn Street
London
SW1Y 4UH
Attention: REDACTED
Email: REDACTED

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

Name	Title/Role
REDACTED	REDACTED
REDACTED	REDACTED

2. Payment

All invoices must be sent, quoting a valid purchase order number (PO Number), to: Shared Services Accounts Payable, Room 6124, Tomlinson House, Norcross Blackpool, FY5 3TA. Within 10 working days of receipt of your countersigned copy of this letter, the Customer will send you a unique PO Number. You must be in receipt of a valid PO Number before submitting an invoice.

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 Cabinet Office’s Accounts Payable section either by email to SSCL.POINVOICEPAYMENTS@DWP.GSI.GOV.UK or by telephone on 0845 602 8244 between 09:00-17:00 Monday to Friday.

3. Liaison

For general liaison your contact will be REDACTED

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 email to REDACTED **within 7 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.

Yours faithfully,

OFFICIAL



Crown
Commercial
Service

OFFICIAL

2nd Floor, Aviation House,
125 Kingsway,
London WC2B 6NH

T 0207 276 8886
E
ManagedProcurementService@crownc
mmercial.gov.uk

www.gov.uk/ccs

Signed for and on behalf of Cabinet Office (“the Customer”)

Name: REDACTED
REDACTED

Signature:

REDACTED

Date: 18/04/2017

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

Signed for and on behalf of McKinsey & Company, Inc. United Kingdom (“the Supplier”)

Name: REDACTED
REDACTED

Signature: REDACTED

Date:

OFFICIAL