Reed Specialist Recruitment Ltd

REDACTED

Attn: REDACTED

Date: 23 September 2021

Contract ref: CCHR21A11

Dear REDACTED,

**Award of contract for Provision of DSCIS Permanent Recruitment Solutions**

Further to your submission of a bid for the above Procurement, on behalf of Ministry of Defence (MoD) (the “Authority”), I am pleased to inform you that you ranked first in our evaluation and therefore we would like to award the contract to you

The attached appendix provides detailed feedback on your submission.

## The call-off contract shall commence 24th day of September 2021 and the Expiry Date of the Initial Period will be 23rd day of September 2022. The Contracting Authority reserves the option to extend the call-off contract by one (1) periods of six (6) months. The total estimated contract value shall be £30,000.00 (excluding VAT). Please note, it is at the Authority’s discretion as to whether the option to extend the Contract by up to six (6) months is taken up at the end of the one (1) year initial term and is subject to budgetary approval.

This procurement activity was a Call Off under Commercial Agreement RM6002 Permanent Recruitment Solutions, Lot 2 - [General Recruitment - Digital, Data and Technology (DDa](https://crowncommercial.lightning.force.com/lightning/r/a0b0N00001MGapAQAT/view)T) 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 electronically via the e-Sourcing Suites’ messaging service by 17:00hrs on 24 September 2021. You are reminded that no engagement with the Contracting Authority is permitted until a copy of the signed contract is received.

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,

|  |
| --- |
| Signed for and on behalf of Ministry of Defence (MoD) |
| REDACTED |  |
| Signature: REDACTED |  |
| Date: 23 September 2021 |  |