



**Crown  
Commercial  
Service**

**Crown Commercial Service**

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<https://www.gov.uk/ccs>

REDACTED  
RIBA Enterprises Ltd  
76 Portland Place  
London  
W1B 1AD

9<sup>th</sup> February 2016,

Dear REDCTED,

**SO14893 – Building Regulations Concession Contract**

Further to your submission of a Tender for the above Procurement, I am writing on behalf of the Department for Communities and Local Government (the Authority) 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.

This letter sets out the services and the terms on which you agree to provide them to the Authority.

A copy of the Terms and Conditions of this Contract can be found in Appendix A. Amendments to the conditions can be found at Appendix B.

**Contract**

SO14893 – Building Regulations Concession Contract

**Service Description**

The aim of the contract is for the value-added formatting of approved documents and other guidance on how to comply with the building regulations for publication on GOV.uk and for publishing paper copies for industry, at least cost to DCLG. Full details can be found at Appendix C – Service Description.

**Contract Value**

The total indicative contract value, in the event all extension options are exhausted is £1,000,000 (excluding VAT).

**Contract Commencement Date**

1<sup>st</sup> April 2016

**Expiry Date**

Contract breakpoint	31 March 2018
Contract breakpoint	31 March 2020
Contract completion	31 March 2022

By mutual agreement, the contract may be extended beyond 31 March 2022 for a period of up to 3 years.

**Point of Contact**

REDACTED

**Notices**

For the Authority:  
REDACTED  
REDACTED

For the Supplier:  
REDACTED  
REDACTED



INVESTOR IN PEOPLE



CIPS  
CERTIFICATION



By signing and returning this Award Letter, the Supplier agrees to a legally binding contract with the Authority to provide to the Authority the Services specified in this Award Letter, incorporating the rights and obligations in the Terms and Conditions of Contract as set out in the Appendices to this Award Letter.

For and on behalf of the Authority:

For and on behalf of the Supplier:

Name.....

Name.....

Signature.....

Signature.....

Please print and sign one (1) copy of this letter and send an electronic copy to the Crown Commercial Service via both the eSourcing Suite (Emptoris) and by e-mail to [managedprocurementservice@crowncommercial.gov.uk](mailto:managedprocurementservice@crowncommercial.gov.uk) by close of play 12<sup>th</sup> February 2016.

Yours sincerely,

**REDACTED**  
**Crown Commercial Service**

