The University of Reading - Henley Business School

PO Box 217

Reading

Berkshire

RG66AH

Attn: REDACTED TEXT

REDACTED TEXT Date: Monday 7 September 2020

Contract ref: CCZP20A07

Dear REDACTED TEXT,

**Award of contract for the Provision of Level 7 Senior Leadership Apprenticeship Programme.**

On behalf of Cabinet Office (the “Authority”), I am pleased to inform you that we would like to award this contract to you.

The call-off contract shall commence on the 7 day of September 2020 and the Expiry Date will be 4 day of March 2022.The contract has the option to be extended by up to a further six (6) months. The total contract value shall be £900,000.00 excluding VAT.

This procurement activity was a Rapid Award under Commercial Agreement RM6102 Apprenticeship Training Dynamic Marketplace DPS 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 a copy of the Call Off Order Form and forward to the Procurement Lead electronically by 16:00 on 9 September 2020.

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,

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| Signed for and on behalf of Cabinet Office | |
| Name: REDACTED TEXT |  |
| Signature: REDACTED TEXT |  |
| Date: 07/09/2020 |  |