



Crown
Commercial
Service

1 Horse Guards Road
Westminster
London
SW1A 2HQ

T REDACTED
E: gpsopssouth@gps.gsi.gov.uk
www.gov.uk/ccs

REDACTED

Ipsos MORI
79-81 Borough Road
London SE1 1FY

Email: **REDACTED**

3rd February 2015

Dear **REDACTED**,

RM4180 L0591 Evaluation of the National Citizen Service

Further to your submission of a tender for the above Procurement, I am writing on behalf of the Cabinet Office (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 of this letter.

Contract

RM4180 L0591 Evaluation of the National Citizen Service.

Service Description

The services to be delivered are as described in the invitation to tender documents issued on the 1st December 2014, and as per your tender response dated 22nd December 2014, including subsequent clarification questions.

Contract Value

£380,000

Contract Commencement Date

2nd February 2015

Expiry Date

30th April 2016, with the option to extend for two 12 month periods.



Point of Contact for the Authority

REDACTED

Research Officer
Cabinet Office
1 Horse Guards Road
London
SW1A 2HQ
Tel: **REDACTED**
Email: **REDACTED**

Point of Contact for the Supplier

REDACTED

Ipsos MORI
79-81 Borough Road
London SE1 1FY
Email: **REDACTED**

Please print and sign one (1) copy of the attached contract and return an electronic copy to the Crown Commercial Service via both the eSourcing suite (Emptoris) and by e-mail to **REDACTED** by close of play 6th February 2015.

Yours sincerely

REDACTED

Procurement Specialist

Tel: **REDACTED**

E-mail: **REDACTED**

APPENDIX A



ORDER FORM

Framework Agreement MR130001

FROM

Authority	The Cabinet Office
Service Address	1 Horse Guards Road Westminster London SW1A 2HQ
Invoice Address	Shared Services Accounts Payable Room 6124 Tomlinson House Norcross Blackpool FY5 3TA
Contact Ref:	Name: REDACTED Phone: REDACTED e-mail: REDACTED
Order Number	To be quoted on all correspondence relating to this Order: RM4180 L0591
Order Date	

TO

Provider:	Ipsos MORI
For the attention of:	REDACTED
E-mail	Ipsos MORI REDACTED
Telephone number	REDACTED
Address	79-81 Borough Road London SE1 7FY



1. SERVICES REQUIREMENTS

1.1 Services and Deliverables Required:

The services to be delivered are as described in Appendix B – Service Description.

The original bid was received from Ipsos on 22/12/2014 However with further clarification with Ipsos **REDACTED** has confirmed and sent an amended bid which was received on 28/01/2015 (pages 11 and 12 were added in the attachment below in 2.1).

1.2 Commencement Date: 02 February 2015.

1.3 Price Payable by Authority

£380,000

1.4 Completion Date: 30th April 2016, unless extended by the Customer. Contract may be extended by two 12 month periods.

2 ADDITIONAL REQUIREMENTS

2.1 Supplemental Requirements in addition to Call-Off Terms and Conditions:

2.2 Variations to Call-Off Terms and Conditions

N/A

3. PERFORMANCE OF THE SERVICES [AND DELIVERABLES]

3.1 Key Personnel of the Provider to be involved in the Services:

REDACTED

REDACTED

REDACTED

REDACTED

REDACTED

REDACTED

REDACTED

REDACTED

3.2 Performance Standards

As specified in 1.1.

3.3 Location(s) at which the Services are to be provided:

As specified in 1.1.

3.4 Quality Standards

As specified in 1.1.

3.5 Contract Monitoring Arrangements

As specified in 1.1.

4. CONFIDENTIAL INFORMATION

4.1 The following information shall be deemed Commercially Sensitive Information or Confidential Information:- N/A

BY SIGNING AND RETURNING THIS ORDER FORM THE PROVIDER AGREES to enter a legally binding contract with the Authority to provide the Service specified in this Order Form together with, where completed and applicable, the mini-competition order (additional requirements) set out in section 2 of this Order Form. Incorporating the rights and obligations in the Call-Off Terms and Conditions set out in the Framework Agreement entered into by the Provider and UK SBS on [Insert date as Appropriate] and any subsequent signed variations to the terms and conditions.

For and on behalf of Ipsos Mori:-

Name and Title	REDACTED
Signature	REDACTED
Date	

For and on behalf of the Cabinet Office (The Authority):-

Name and Title	REDACTED
Signature	REDACTED
Date	