**GatenbySanderson Limited,  
14 King Street,  
Leeds,  
LS1 2HL**

**Attn:** This text has been redacted under the exemptions set out by the Freedom of Information Act.

Date: **Friday 20th December 2019**

Contract ref: ***CCHR19A55***

Dear Sir/Madam,

**Award of contract for The Provision of Specialist Chartered Psychologists for Executive and Leadership Assessments (ILAs/ALAs/SEEs)**

Following our recent correspondence, I can now confirm that the standstill period has expired and I am delighted to inform you that your organisation has now been awarded the Contract, subject to your signature.

The call-off contract shall commence Tuesday 21st January 2020 and the Expiry Date will be Thursday 20th January 2022. The Contracting Authority reserves the option to extend the call-off contract by 2 periods of 1 year (2 + 1 + 1). The total estimated contract value including both extensions (ex VAT) shall be up to £13,595,626.00 maximum. The initial 2 year term contract value (ex VAT) shall be up to £6,797,813.00 maximum. The extension options contract value (ex VAT) shall be up to £6,797,813.00 maximum (if both annual extensions are implemented).

Volumes are not guaranteed, therefore, the Customer reserves the right not to spend all of the budget and shall not guarantee a minimum spend.

This procurement activity was a Call Off under ESPO Framework 3S Strategic HR Services, Lot 5 Assessment and Testing Services 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 print and sign a copy of this letter and forward to the Procurement Lead electronically via the e-Sourcing Suites’ messaging service by Tuesday 7th January 2020. 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 CSHR

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