**REDACTED TEXT under FOIA Section 40, Personal Information.**

**Attn: REDACTED TEXT under FOIA Section 40, Personal Information.**

Date: 24th March 2023

Contract ref: **CCIT23A22**

Dear Sarah,

**Award of contract for the supply of Provision of Buyer & Supplier Information Service**

On behalf of the Crown Commercial Service (the “Contracting Authority”), I am pleased to inform you that you have been identified by the Contracting Authority as the Supplier in line with the RM1557.13 G-Cloud 13 Commercial Agreement parameters for Direct Award and therefore we would like to award the contract to you.

The call-off contract shall commence 3rd day of April 2023 and the Expiry Date will be 2nd day of October 2023. The Buyer reserves the option to extend the call-off contract by 1 period of 6 months. The total contract value shall be £1,464,000.00 including all extension options.

This procurement activity was a Direct Award under Commercial Agreement RM1557.13 – G Cloud 13 – Lot 3 - Cloud support 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 email by 27th March 2023. You are reminded that no engagement with the Buyer is permitted until a copy of the signed contract is received.

A copy signed on behalf of the Buyer 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 Crown Commercial Service | |
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| Date: 24th March 2023 |  |