The Furniture & Associated Services agreement is available to all public sector departments and provides a compliant route to purchasing furniture and associated services.

The following information must be provided to Crown Commercial Service BEFORE you conduct a Further Competition through this agreement.

Upon receipt of the completed form you will be emailed a unique customer user agreement reference number. This reference number should be quoted on all further competition correspondence with the agreement suppliers and CCS.

|  |
| --- |
| **Customer Contact Details** |
| **Contracting Authority (Customer)** |  |
| **Contact Lead Name** |  |
| **Contact Lead Number** |  |
| **Contact Lead Email**  |  |
| **Customer Call Off Requirements** |
| **Nature of Goods/Service Requirements**  | *Please provide a brief summary of your requirements here.* |
| **Framework Agreement - Lot**  | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 |
| **Suppliers Invited to Further Competition**  |  |
| **Estimated Budget**  |  |
| **Planned Competition Start Date** |  |
| **Planned Contract Award Date** |  |
| **Anticipated Spend Start Date** |  |
| **Anticipated Spend (by financial year)** |  |
| **Please confirm (yes/no) if this information can be shared with the RM6119 supplier base** |  |

**Please take a few moments to read our** [**Privacy Notice**](https://www.gov.uk/government/publications/crown-commercial-service-privacy-notice/crown-commercial-service-privacy-notice) **which explains how we will use your data.**