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Contract

## **Develop a two-stage application form process Implement New application forms**

The Mayor and Commonalty and Citizens of the City of London

UK7: Contract details notice - Procurement Act 2023 - [view information about notice types](#)

Notice identifier: 2025/S 000-013743

Procurement identifier (OCID): ocds-h6vhtk-04ff0a

Published 8 April 2025, 3:31pm

### **Scope**

#### **Description**

Develop a two-stage application form process Implement New application forms Develop Pre-application call integration using Calendly Installation of New offer letter using DocuSign / Conga Creation of additional fields to capture feedback for the applicant Amendment to monitoring for legacy grants The budget will also include time for: H8 internal quality assurance processes, H8 testing and deployments User training and support required Fortnightly meetings with the CBF Salesforce Working Group Project Management

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## **Contract 1**

### **Supplier**

- [Hyphen8](#)

### **Contract value**

- £71,298 including VAT

Below the relevant threshold

### **Date signed**

10 March 2025

### **Contract dates**

- 17 March 2025 to 31 March 2026
- 1 year, 15 days

### **Main procurement category**

Services

### **CPV classifications**

- 79132100 - Electronic signature certification services

## **Contract locations**

- UKI - London

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## **Procedure**

### **Procedure type**

Below threshold - without competition

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## **Supplier**

### **Hyphen8**

20-22 Wenlock Street

London

N1 7GU

United Kingdom

Email: [elaine@hyphen8.com](mailto:elaine@hyphen8.com)

Region: UKI41 - Hackney and Newham

Small or medium-sized enterprise (SME): Yes

Voluntary, community or social enterprise (VCSE): No

Contract 1

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## Contracting authority

### **The Mayor and Commonalty and Citizens of the City of London**

- Public Procurement Organisation Number: PYQD-1693-MYXR

PO Box 270

City of London

EC2P 2EJ

United Kingdom

Telephone: 020 7606 3030

Email: [michael.gothjalpsen@cityoflondon.gov.uk](mailto:michael.gothjalpsen@cityoflondon.gov.uk)

Website: <https://www.cityoflondon.gov.uk>

Region: UKI43 - Haringey and Islington

Organisation type: Public authority - sub-central government