



Department
for Environment
Food & Rural Affairs

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[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]

Your ref:
Our ref: C22495
Date: 22/12/2023

Dear [REDACTED],

Award Notification: Contract for the supply of The People and Nature Surveys on behalf of Natural England

Following your tender/proposal for the supply of The People and Nature Surveys to Natural England, we are pleased to award this contract to you.

This letter (Award Letter) and its Annexes set out the terms of the Agreement between Natural England as the Authority and Kantar Public UK Ltd t/a Verian as the Supplier for the provision of the Services. Unless the context otherwise requires, capitalised expressions used in this Award Letter have the same meanings as in the terms and conditions of contract set out in Annex 1 to this Award Letter (the “**Conditions**”). In the event of any conflict between this Award Letter and the Conditions, this Award Letter shall prevail. Please do not attach any Supplier terms and conditions to this Award Letter as they will not be accepted by the Authority and may delay conclusion of the Agreement.

For the purposes of the Agreement, the Authority and the Supplier agree as follows:

1. The charges for the Services shall be as set out as per the pricing spreadsheet, now titled DPS Order Schedule 5 - Pricing Spreadsheet Details v1.0 as confirmed via the Atamis Message Centre at 11:10am on the 29/11/2023.

2. The specification of the Services to be delivered shall be as per the tender/request for information (available through Atamis) and as set out in the DPS Order Schedule 20 – Specification v1.0.

3. The address for notices of the Parties are as follows:

Authority	Supplier
[REDACTED]	[REDACTED]
[REDACTED]	[REDACTED]
[REDACTED]	[REDACTED]
[REDACTED]	[REDACTED]
[REDACTED]	[REDACTED]
[REDACTED]	[REDACTED]
[REDACTED]	[REDACTED]

4. The Authority may require the Supplier to ensure that any person employed in the supply of the Services has undertaken a Disclosure and Barring Service check. The Supplier shall ensure that no person who discloses that he/she has a conviction that is relevant to the nature of the Agreement, relevant to the work of the Authority, or is of a type otherwise advised by the Authority (each such conviction a “**Relevant Conviction**”), or is found by the Supplier to have a Relevant Conviction (whether as a result of a police check, a Disclosure and Barring Service check or otherwise) is employed or engaged in the provision of any part of the supply of the Goods.

Payment

Our preference is for all invoices to be sent electronically, quoting a valid purchase order number (PO Number), to Accounts-Payable.neg@govl.sscl.com. Alternatively you may post to Shared Services Connected Ltd, DEF Procure to Pay, PO Box 790, Newport, Gwent, NP10 8FZ. Within 10 working days of receipt of your countersigned copy of this letter, we will send you a unique PO Number. You must be in receipt of a valid PO Number before submitting an invoice.

To avoid delay in payment it is important that the invoice is compliant and that it includes a valid PO Number, PO Number item number (if applicable) and the details (name and telephone number) of your Authority contact (i.e. Contract Manager). Non-compliant invoices will be sent back to you, which may lead to a delay in payment. If you have a query regarding an outstanding payment, please contact our Accounts Payable section by email to Accounts-Payable.neg@govl.sscl.com.

Liaison

For general liaison your contact will continue to be [REDACTED], or, in [REDACTED], [REDACTED] will deputise.

[REDACTED]

[REDACTED]

We thank you for your co-operation to date and look forward to continuing our successful working relationship with you, resulting in a smooth and successful supply of the services. Natural England would be grateful if you could arrange the contract to be executed, by way of electronic signature, on behalf of Kantar Public UK Ltd t/a Verian and within the next 7 days.

Yours sincerely



Alison Dyson
Commercial Officer

[REDACTED]

[REDACTED]

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