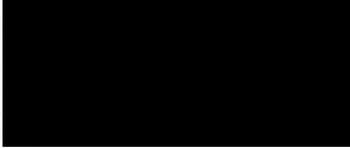


x`Radiomonitor Limited



Date: 17 April 2020

Contract Reference: CCCO20A02

Dear 

Award of contract for the Provision of Fillers Radio Tracking Contract for Cabinet Office

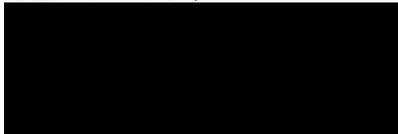
Following your bid for the provision of the Fillers Radio Tracking Contract to Cabinet Office, (The Contracting Authority) we are pleased to award this contract to you. The attached appendix provides detailed feedback on your submitted proposal.

This letter (Award Letter) and its Annexes set out the terms of the contract between **Cabinet Office** as the Contracting Authority and **Radiomonitor Limited** 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 its Annexes) and the Conditions, this Award Letter (and its Annexes) shall prevail. Please do not attach any Supplier terms and conditions to this Award Letter as they will not be accepted by the Contracting Authority and may delay the conclusion of the Agreement.

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

- 1.1. The Services shall be performed at will be carried out at the Supplier's business premises, however the Supplier will be expected to provide systems training and attend meetings at the Contracting Authority where required at:

Cabinet Office,



- 1.2. The charges for the Services shall be as set out in Annex 2. The total contract value shall be £46,500.00 (excluding VAT), including all extension options.

- 1.3. The specification of the Services to be supplied is as set out in Annex 3 and within the Supplier's response at Annex 4, subject to any clarifications as set out in Annex 5. Where there is conflict Annex 3 shall take precedence.
- 1.4. The Term shall commence on **completion of Contract Signatures by the Contracting Authority and the Supplier** (the "Start Date") and the Expiry Date shall be **6 April 2022**. The Customer reserves the option to extend the contract by one period of one year.
- 1.5. The address for notices of the Parties are:

Contracting Authority

Supplier

Prime Minister's Office &
Cabinet Office Communications

Radiomonitor Limited

[Redacted]

[Redacted]

- 1.6. The following persons are Key Personnel for the purposes of the Agreement:

- 1.6.1. For the Supplier:

Name	Title/Role for the Supplier
[Redacted]	[Redacted]

- 1.6.2. For the Contracting Authority:

Name	Title/Role for the Contracting Authority
[Redacted]	[Redacted]

- 1.7. The Contracting Authority may require the Supplier to ensure that any person employed in the provision 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 Services, relevant to the work of the Contracting Authority, or is of a type otherwise advised by the Contracting 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 Services.

2. Payment

- 2.1. Payments will be made upfront annually in April of each financial year.
- 2.2. Payment can only be made following satisfactory delivery of pre-agreed certified products and deliverables.
- 2.3. Before payment can be considered, each invoice must include a detailed elemental breakdown of work completed and the associated costs.
- 2.4. Invoices must be submitted to:


2.5. PO number must be stated on the invoice otherwise the invoice will not be paid.

3. Liaison

For general liaison your contact will continue to be 
or, in their absence 

Please confirm your acceptance of the award of this contract by signing and returning a copy of this letter via the eSourcing Suite messaging system **within 5 working days** from the date of this letter. No other form of acknowledgement will be accepted.

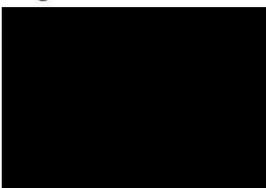
A copy signed on behalf of the Contracting Authority will be returned for your records.

Please remember to quote the Contract Reference number above in any future communications relating to this Contract.

Should you have any queries regarding this or any other matter please do not hesitate to contact me.

Yours sincerely,

Signed for and on behalf of the Cabinet Office (the Contracting Authority)

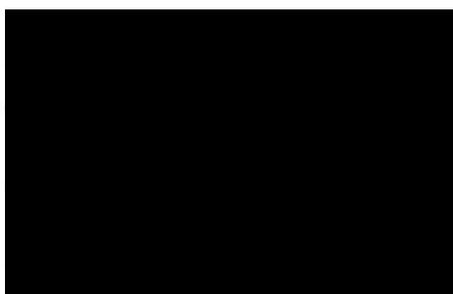


Date: 17 April 2020

Contract Signatures:

We accept the terms set out in this Award Letter and its Annexes, including the Conditions.

Signed for and on behalf of **Radiomonitor Ltd**
("the Supplier")



Signed for and on behalf of **Cabinet Office**
("the Contracting Authority")

