



Thermo Fisher Scientific

[REDACTED TEXT]

Attn: [REDACTED TEXT]

Date: 14th March 2017

Procurement ref: CCIH17A81

Dear Sir,

Award of contract for the supply of the Provision of Renewal of EGIS Defender Support Contract

Following your tender / proposal for the supply of the Provision of Renewal of EGIS Defender Support Contract to Centre for Applied Science and Technology (CAST) we are pleased to award this contract to you.

This letter (Award Letter) and its Annexes set out the terms of the contract between Home Office, Centre for Applied Science and Technology (CAST) as the "Authority" and Thermo Fisher Scientific as the "Supplier" for the provision of the Renewal of EGIS Defender Support Contract.

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 Customer and may delay the conclusion of the Agreement.

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

- 1.1. The Services shall be performed at [REDACTED TEXT].
(The "Authority's" premises).
- 1.2. The charges for the Services shall be as set out in Annex 2. The total contract value shall be £24,514.00, 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 Date of Delivery shall be from 1st April 2017 until 31st March 2018.
- 1.5. The Term shall commence on 1st April 2017 (the "Start" Date) and the 31st March 2018 will be the Contract ("End Date").

OFFICIAL



1.6. The address for notices of the Parties are:

Customer

Supplier

[REDACTED TEXT]

[REDACTED TEXT]

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

Name	Title/Role
[REDACTED TEXT]	[REDACTED TEXT]
[REDACTED TEXT]	[REDACTED TEXT]

2. Payment

In order to achieve complete automation of the Procure to Pay process, payment can only be made for services rendered. Interim payments will not be considered.

Suppliers should take this into consideration when outlining their costs and payment terms. Payment can only be made following satisfactory delivery of pre-agreed certified products and deliverables. Before payment can be considered, each invoice must include a detailed elemental breakdown of work completed and the associated costs.

Each invoice MUST state a valid Purchase Order number as issued by the Contracting Authority. Payment will be made 30 days following receipt of a correctly submitted invoice. It is expected that the winning bidder will provide e-invoicing, where invoices anticipated per month are greater than 10. The winning bidder will also be required to provide an electronic catalogue to support e-invoicing/regular requirements where applicable.

Invoices clearly marked for with order number.

[REDACTED TEXT]

All paper invoices should be submitted for the attention of Accounts Payable at the following address:

[REDACTED TEXT]

3. Liaison

For general liaison your contact will continue to be [REDACTED TEXT]

We thank you for your co-operation to date, and look forward to forging a successful working relationship resulting in a smooth and successful delivery of the Services. Please confirm your acceptance of the award of this contract by signing and returning the enclosed copy of this letter to [REDACTED TEXT] via Salesforce, **[REDACTED TEXT] within 7** days from the date of this letter. No other form of acknowledgement will be accepted. Please remember to quote the procurement reference number above in any future communications relating to this contract.

Yours faithfully,

Signed for and on behalf of Thermo Fisher Scientific (“the Customer”)



Name: [REDACTED TEXT]
Job Title: [REDACTED TEXT]
Signature: [REDACTED TEXT]

Date:

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

Signed for and on behalf of Home Office, Centre for Applied Science and Technology
(CAST) ("the Supplier")

Name: [REDACTED TEXT]
Job Title: [REDACTED TEXT]
Signature: [REDACTED TEXT]

Date: