



Ministry
of Defence

[REDACTED]
[REDACTED]

[REDACTED]
Email: [REDACTED]

Actica Consulting Ltd
[REDACTED]

Your Reference: 709076450

FAO: [REDACTED]

Our Reference:
709076450

Date: 23 May 2024

Dear [REDACTED]

**Offer Of Contract: MedIS (MEDICAL INFORMATION SERVICES) Business
Options Assurance Specialist Team Support (709076450)**

1. As you are aware, the Authority intends to enter into the above contract with you.
2. Please sign and return the enclosed final version of the Contract within 10 working days of the date of this letter to acknowledge your acceptance of the Terms and Conditions.
3. Please note that no Contract will come into force until both parties have signed it. The Authority will countersign the Contract and return a copy of the same to you.
4. Payment will be made in accordance with the attached Terms and Conditions. If your company has not already provided its banking details to the Defence Business Services (DBS) Finance Branch, please complete the Form CX723, which is available from the Gov.uk (<https://www.gov.uk/government/publications/dbs-finance-payments-nominate-a-bank-form>) and forward to DBS Finance, Walker House, Exchange Flags, Liverpool, L2 3YL.
5. The Authority may publish notification of the Contract and shall publish Contract documents under the FOI Act except where publishing such information would hinder law enforcement; would otherwise be contrary to the public interest; would prejudice

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the legitimate commercial interest of any person or might prejudice fair competition in the supply chain.

6. If you wish to make a similar announcement you must seek approval from the named Commercial Officer.

7. Under no circumstances should you confirm to any third party that you are entering into a legally binding contract for: **MedIS (MEDICAL INFORMATION SERVICES) Business Options Assurance Specialist Team Support** prior to both parties signing the Terms and Conditions, or ahead of the Authority's announcement of the Contract award.

Yours sincerely,

[REDACTED]
[REDACTED]

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