



UNIVERSITY OF BIRMINGHAM

Finance Office

Ref: FRAM396/17

16 November 2017

Ms Donna Opray
Account Manager
Softcat Plc
Fieldhouse Lane
Marlow
Buckinghamshire
SL7 1LW

For the attention of Ms Donna Opray

Dear Donna

Contract Award Decision

**Subject: Request for Quote to provision the supply of Bomgar licences,
installation and maintenance**
Framework Agreement Reference: FRAM396/17

Further to the recent Request for Quote process undertaken and completed by the University of Birmingham, I am pleased to inform you that a recommendation that your offer should be accepted has been made to the University.

We will be in contact with you in the near future to confirm any outstanding details related to the Contract and to confirm the award of the Contract. However, we must inform you that, at this stage, this Contract Award Decision notice is strictly subject to the conditions and provisions set out below.

Contract Award Decision Subject to Contract

By signing and returning this Award Letter in accordance with the instructions below the University and your Company have accepted the legally binding Contract is made between the parties, and that the following shall form the Entire Agreement between the parties:

1. This Award Letter
2. The University's Purchase Order (to follow)
3. SUPC Software Licence Resellers Framework terms and conditions – Lot 4

In the event of any conflict between the documents or any specific clauses the order of precedence shall be set out above.

You are required to sign this letter in the spaces provided overleaf and return a copy to the undersigned. This confirms acceptance of this Contract award by your Company subject to the terms and conditions referred to above.

The contract is made when an authorised representative of both parties has signed this Award Letter, and it has been returned by the second signing party to the other party.



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You should retain a signed version of this Award Letter on file with the documentation referred to as forming the Entire Agreement for reference purposes.

The University shall hold an identical set of documentation references in the Award Letter in the Finance Office, Procurement Division at the address set out below, together with the signed Award Letter. You are invited to visit the University, by prior arrangement, should you wish to examine these documents at any time.

Please contact the undersigned if you have any questions or points you wish to clarify in regards to this award process or contract. I look forward to receiving the signed originals back from you and thank you for your attention and assistance in this matter.

Yours sincerely

Thomas Hasson
Category Manager for Information Communications Technology

Tel: 0121 415 2890

Email: T.R.Hasson@bham.ac.uk

By signing this Award Letter in the space below, the Parties named here have accepted that a legally binding Contract is made between the Parties as stated:

Signed for and on behalf of
The University of Birmingham

Name:

A handwritten signature in black ink, appearing to be 'Jonathan Jones'.

Print: Jonathan Jones

Position: Head of Procurement and
Insurance

Date: 13th November 2017

Signed for and on behalf of
Softcat Plc

Name:

A handwritten signature in blue ink, appearing to be 'Donna Opray'.

Print: DONNA OPRAY

Position: Account Manager

Date: 15/11/2017