



The Science Inside

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**Commercial Services &  
Intellectual Property**  
Dstl Porton Down  
SALISBURY  
Wiltshire SP4 0JQ

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Metrohm U.K. Ltd.  
Metrohm House  
Evenwood Close Daresbury Court  
Runcorn WA7 1LZ

Our Reference: 1000160041

FAO: [REDACTED] – Business Manager

Your Reference:

Date: 14 June 2021

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Dear [REDACTED]

**Offer of Contract No: 1000160041  
Supply and Installation of M204 Auto-Lab**

References:

A. Your price QUO-466136-G7L7K1/0 dated 28 Apr 21.

1. Please find enclosed a completed Purchase Order for the supply and installation of the **M204 Auto-lab** as described in your Quotation at Reference A and in accordance with the terms of the attached Purchase Order at the Firm Price of £18,312.22 (Eighteen Thousand, Three Hundred and Twelve Pounds & Twenty-Two Pence Ex VAT). This price includes three years warranty for the equipment on on-going technical support, including software upgrades (if required) for the lifetime of the equipment.
2. You are requested to liaise with [REDACTED] regarding delivery of the equipment at DSTL Porton Down by either email ([REDACTED]) or by telephone on [REDACTED].
3. As you are coming onto site to conduct the set-up and demonstration of the equipment you are to insure you have Public Liability Insurance for £5M (Five Million) Pounds.
4. Due to the on-going COVID-19 pandemic, the Authority proposes to enter into the attached contract exceptionally by an exchange of emails rather than signing hard copies of the MOD's standard Acceptance of Offer form.
5. Please arrange for a person authorised to enter into contracts on behalf of your organisation to confirm acceptance by sending an email, from their own individual email account, to [REDACTED]. The heading of the email should be 'Acceptance of Offer of Contract - Purchase Order 1000160041'. The sender must state that they are authorised to accept the terms of the Contract and that the Supplier agrees to be bound by those terms. The contract start date will be the date your confirmation is received. Until I receive your authorised signatory's email, the contract will not come into force.
6. 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 the legitimate commercial interest of any person, or might prejudice fair competition in the supply chain
7. If you wish to make a similar announcement you must seek approval from the named Commercial Officer.
8. Under no circumstances should you confirm to any third party the fact of your acceptance of this Offer of Contract prior to informing the Authority of your acceptance, and / or ahead of the Authority's announcement of the Contract award.

9. If you have any queries regarding this Offer please do not hesitate to contact me.

Yours sincerely,

[Redacted]

[Redacted]  
Commercial Manager CBRISS

Copy to:

[Redacted] Principal Scientist - Platform Systems Division  
[Redacted], Project Manager - Dstl Porton Down  
[Redacted] CBRISS Commercial Manager –Dstl Porton Down  
DSTL Accounts Payable - DSTL PortsdownWest

Enclosure:

1. Purchase Order 1000160041.