



Maritime &
Coastguard
Agency

Bay 3/19
Spring Place
105 Commercial Road
Southampton
SO15 1EG

[REDACTED]
Lloyd's Register Quality Assurance Limited
1 Trinity Park,
Bickenhill Lane,
Birmingham
B37 7ES

E-mail: contracts@mcga.gov.uk

Our ref: TCA 3/7/778

Date: 28th January 2022

Dear [REDACTED]

**CONTRACT FOR THE PROVISION OF ISO 9001 AUDIT AND CERTIFICATION
SERVICES FOR THE AGENCY'S QUALITY MANAGEMENT**

Further to my letter dated 18th January 2022, I am writing to inform you that the standstill period has now finished.

On behalf of the Secretary of State for Transport, acting through the Maritime and Coastguard Agency, I accept your tender dated 4th November 2021 for the above-mentioned Contract. This letter and the documents listed below form a binding contract between you and this Department:

- (i) Your tender dated 4th November 2021
- (ii) MCA Tender Documentation
- (iii) DfT Terms and Conditions with the following deviation:

Clause Number	Clause	Deviation
A7.1	Conflict of Interest	A7.1 The Contractor shall take appropriate steps to ensure that neither the Contractor nor any Staff is placed in a position where, in the reasonable opinion of the Authority, there is or may be an actual conflict, potential conflict or perceived conflict, between the pecuniary or personal interests of the Contractor and the duties owed to the Authority under the provisions of the Contract, we require no audits of MCA's processes relating to the MCA's Maritime Governance, Improvement & Assurance team activities or those relating to Recognised Organisations until the separation of

		respective resources and systems between LRQA and LR is complete. The Contractor will disclose to the Authority full particulars of any such conflict of interest which may arise.
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The Firm Prices for this contract will be as per your pricing schedule, and the operative period of the contract will be from 28th January 2022 to 28th February 2025 with an option to extend for up to an additional 24 months.

Please contact the Contract Manager, [REDACTED] on either +44 (0) 7824 623226 or [REDACTED] to discuss arrangements for commencement of the Contract.

Payment are subject to the receipt of a valid and correctly submitted invoice. The MCA pays undisputed invoices 30 days in arrears.

Invoices must be sent electronically to: SSa.invoice@sharedservicesarvato.co.uk

To further support swift payment of invoices, it is important that the invoices are compliant and that they include a valid PO Number, and the details (name and telephone number) of your Customer contact (i.e. Contract Manager).

To avoid delays in payment of invoices, it is advisable that a draft invoice is submitted to the Contract Manager (inclusive of a breakdown of charges) for initial approval prior to final invoice submission.

Non-compliant invoices will be sent back to you, which may lead to delays in payment. If you have a query regarding an outstanding payment, please contact our Accounts Payable section either by email to Acccounts.payable@mcga.gov.uk or by telephone on 020381 72261 between 9am and 5pm Monday to Friday.

Please acknowledge receipt of this letter by signing in the box below and returning a copy of this letter to me at the above email address.

Yours sincerely

[REDACTED]



[REDACTED]

MCA Senior Procurement Officer

Please acknowledge receipt of this letter by signing and returning a copy of this letter to me as soon as possible:

Signed.......... Date...8-2-22.....

Print name.......... Position...UK&I Area Sales Manager.....