

Our ref: TMTii 50

To: Mr Colin Wilson

IBI Group UK Limited
 One Didsbury Point
 2 The Avenue
 Didsbury
 Manchester
 M20 2EY

Richard O'Neill
 Procurement Delivery Partner
 Highways England
 Lateral
 8 City Walk
 Leeds
 LS11 9AT

23 October 2018

Via Bravo

TMTii 50 - Asset Data Capture Surveying

Dear Colin Wilson

On behalf of Highways England Company Limited, I accept your submission dated 5 September 2018 for the above Call off Agreement.

This letter and the documents listed below (in no order of precedence) form a binding contract between the Highways England Company Limited and yourselves:

1	RM1089 CCS Framework Agreement
2	TMTii 50 - Call Off Agreement (V4)
3	NEC 3 – Term Service Contract
4	TMTii 50 - Collaborative Performance Framework (CPF)
5	TMTii 50 – Service Information (V2)
6	Highways England Baseline Personnel Security Standard (BPSS) guidance
7	Highways England Data Handling Policy
8	9.1.9 UK Travel and Subsistence Allowances at a Glance
9	Chapter 9A Travel and Subsistence Policies
10	Chapter 9C Travel and Subsistence Guidance
11	TMTii 50 - Secondary Competition Q&A Sheet V8 (05 September 2018) which included the following Tender Amendments: Tender Amendment 1 (TA1) – Revised RfQ (V2) Tender Amendment 2 (TA2) – Revised Call Off Agreement (V2) Tender Amendment 3 (TA3) – Revised RfQ (V3) Tender Amendment 4 (TA4) – Revised Call Off Agreement (V3) Tender Amendment 5 (TA5) – Revised RfQ (V4)

	Tender Amendment 6 (TA6) – Service Information (V2) Tender Amendment 7 (TA7) – Service Information (V2) Tender Amendment 8 (TA8) – Revised Call Off Agreement (V4)
12	IBI Group UK's Submission comprising of: <ol style="list-style-type: none"> a) completed Anti-Collusion Certificate - Question Section on Bravo b) completed Fair Payment Charter - Question Section on Bravo c) completed Anti-Fraud Code of Conduct - Question Section on Bravo d) completed Quotation declarations - Question Section on Bravo e) 01_IBIGroup_HS-OrgChart.pdf (<i>Via Bravo</i>) f) 02_Confirmation of Insurance - IBI Group (UK) EL £10M PI £10M PL £2M UMB £8....pdf (<i>Via Bravo</i>) g) 03_Quality Assurance Certification_Newark.pdf (<i>Via Bravo</i>) h) 04_IBI Certificate_ISO14001.pdf (<i>Via Bravo</i>) i) 05_IBI Group Newark CHAS Certificate.pdf (<i>Via Bravo</i>) j) 06_IBIGroup_H&S Policy.pdf (<i>Via Bravo</i>) k) 07_IBI Health and Safety Manual.pdf (<i>Via Bravo</i>) l) 08_Code_of_Business_Conduct_ethics_whistleblower policy.pdf (<i>Via Bravo</i>) m) 09_IBI Anti -Corruption and Bribery Policy Final.pdf (<i>Via Bravo</i>) n) 10_Modern-Slavery-Statement.pdf (<i>Via Bravo</i>) o) 10_Safeguarding Children and Young Persons Policy.pdf (<i>Via Bravo</i>) p) 11_IBI UK Equal Opportunities Policy 2015.pdf (<i>Via Bravo</i>) q) TMTii_50_Annex_B_Methodology_Statement_v1.0_20180903.docx (<i>Via Bravo</i>) r) TMTii_50_Annex_D_Form_of_Risk_Register_v1.0_20180831.docx (<i>Via Bravo</i>) s) TMTii_50_Annex_G_Key_People_Schedule_v1.0_20180831.docx (<i>Via Bravo</i>) t) TMTii_50_IBI_&_Subcontractor_Key_People_CVs.pdf (<i>Via Bravo</i>) u) TMTii_50_IBI_Draft_Quality_Plan_V1.0_20180831.pdf (<i>Via Bravo</i>) v) TMTii_50_IBI_Insurance_Statement_V1.0_20180831.pdf (<i>Via Bravo</i>) w) TMTii_50_IBI_Activity_Schedule_V1.0_20180831.xlsx (<i>Via Bravo</i>) x) TMTii_50_IBI_Call_Off_Agreement_V4_ContractDataPart2_20180904.docx (<i>Via Bravo</i>)
13	Pre Award Checks - communications: <ul style="list-style-type: none"> • Highways England's Evidence of Insurance check and Key People check dated 12 October 2018 via bravo and IBI Group UK's response 17 October 2018 via bravo

The contract value will be no more than £1,347,144.66 (annually). Any additional requirements will be executed in accordance with the Call Off Agreement.

The operative period of the contract will be **1 year** with the option to extend for a further 2 years in 1 year increments (1+1+1). The start date of the contract will be 23 October 2018; therefore the contract will end 23 October 2019.

Invoices should be forwarded direct to:

Highways England
 FS Payments
 The Cube
 199 Wharfside Street
 Birmingham

B1 1RN

Quoting the contract reference number **TMTii 50**, the appropriate Project Identification Number, the appropriate Agreement and cost centre numbers (*to be provided by the Employer*).

ACTION NOW REQUIRED:

- Please confirm receipt and understanding of this letter.

Upon receipt of this letter please contact the Project Sponsor, Christopher Batey ([REDACTED]), to discuss arrangements for commencement of the Contract.

You must treat this letter in confidence until Highways England makes a public announcement. If you are planning to issue a press release regarding this Contract please seek approval from Highways England prior to publication. Press notice enquiries should be directed to the Highways England Press Office, 0844 693 1448, PressOffice@highwaysengland.co.uk.

Lee Bryant will be in touch with you shortly regarding the completion of the TMTii 50 Call Off Agreement

Yours sincerely

Richard O'Neill
Procurement Delivery Partner