



(via the Sourcing portal)  
Sourcing portal ref: itt\_5706

Procurement Division  
Highways England  
The Cube  
199 Wharfside Street  
Birmingham  
B1 1RN

<http://highwaysengland.co.uk/>

All communications must be sent  
via the Sourcing portal.

21 May 2021

**OFFICIAL SENSITIVE  
SUBJECT TO CONTRACT  
AREA 3 ASSET DELIVERY MAINTENANCE AND RESPONSE (M&R) CONTRACT  
(OJEU REFERENCE 2020/S 205-500519)**



Further to my letter dated 6<sup>th</sup> May 2021, I am writing to inform you that the standstill period for this contract has now ended and that Highways England intends to award this contract to your company.

Please note that the award of the contract may still be prevented or delayed if a claim is issued against Highways England prior to the execution and completion of the contract. No contract will exist until the contract has been executed and completed.

### **Contract Execution**

A Deed of Agreement is provided so that you can provide your electronic signatures. Please arrange for your authorised signatories to execute the contract and return two copies to the procurement officer via the e-sourcing portal (Bravo) as soon as possible and no later than 2<sup>nd</sup> June 2021. Please do not date the contract. We will execute and complete the contract and return one original to you.

Please note that a Deed executed under hand must be signed either by two Directors, by one Director and the Company Secretary or by a Director in the presence of a witness; if executed under your seal please arrange authentication by a Director and the Company Secretary or by two Directors. The enclosed Deeds provide for these options - please choose just one and execute them accordingly.

### **Insurance**

Prior to entering into the contract, you are required to provide evidence that the insurances required in the contract are in place. Please submit this evidence via Bravo.

This Contract is for a construction operation and falls within the scope of the HM Revenue and Customs (HMRC) Construction Industry Scheme. Please supply your Unique Tax Reference (UTR). This will enable the Agency to check your CIS registration with HMRC and deduct the correct tax from payments as appropriate. You are reminded that in accordance with the Inland

Revenue's Construction Industry Scheme's Regulations, Highways England is not permitted to make payment under the contract until this check has been completed.

**Publicity**

Until such time as we notify you, you must not publicise the contents of this letter or the award of this contract and all media enquiries should be directed to the relevant procurement officer via the Sourcing portal.

Yours sincerely

[Redacted signature]

[Redacted name]