

RM6003 - MEDIA BUYING - LETTER OF APPOINTMENT

CCCS19A10

Dear Sirs

Letter of Appointment

This letter of Appointment is issued, in accordance with the provisions of the Framework Agreement (RM6003) between CCS and the Agency, dated 22/05/2018.

Capitalised terms and expressions used in this letter have the same meanings as in the Call-Off Terms unless the context otherwise requires.

Order Number:	CCCS19A10
From:	HM Treasury ("Client")
To:	OMG Group Ltd ("Agency")
Effective Date:	23 rd December 2019
Expiry Date:	End date of Initial Period 22 nd December 2020
Services required:	Set out in Section 2 (Services offered) and refined by: The Client's Brief and Agency Proposal attached at Annex A.
Key Individuals:	Client: REDACTED
[Guarantor(s)]	N/A

Call-Off Charges (including any applicable discount(s), but excluding VAT):	<p>The total contract value is £200,000 (Ex VAT) in line with Annex A.</p> <p>Payment will be made following satisfactory delivery of pre-agreed certified products and deliverables and against a detailed cost estimate agreed at the start of the campaign.</p> <p>Before payment can be considered, each invoice must include a detailed elemental breakdown of work completed and the associated costs. Each invoice will include a Purchase Order number supplied to the Agency by the Client upon appointment and receipt of estimated cost.</p>
Insurance Requirements	In line with Terms & Conditions
Client billing address for invoicing:	REDACTED
Alternative and/or additional provisions:	N/A

FORMATION OF CALL-OFF CONTRACT

BY SIGNING AND RETURNING THIS LETTER OF APPOINTMENT (which may be done by electronic means) the Agency agrees to enter a Call-Off Contract with the Client to provide the Services in accordance with the terms of this letter and the Call-Off Terms.

The Parties hereby acknowledge and agree that they have read this letter and the Call-Off Terms.

The Parties hereby acknowledge and agree that this Call-Off Contract shall be formed when the Client acknowledges (which may be done by electronic means) the receipt of the signed copy of this letter from the Agency within two (2) Working Days from such receipt.

For and on behalf of the Agency:

For and on behalf of the Client:

Name and Title: **REDACTED**

Name and Title: **REDACTED**

Signature: **REDACTED**

Signature: **REDACTED**

Date:

Date:

ANNEX A

Client Brief and Agency Proposal

REDACTED