

Our ref: 1-510

Your ref:

SPATS Framework
2/09K Temple Quay House
2 The Square
Temple Quay
Bristol, BS1 6HA

Arup
via BRAVO

Direct Line: 0300 470 4266

16 February 2018

OFFICIAL

Dear Sir/Madam

SPECIALIST PROFESSIONAL AND TECHNICAL SERVICES FRAMEWORK

Lot 1 - Technical Consultancy, Engineering Advice, Research and Innovation

1-510 Delivering our Innovation Strategy

On behalf of Highways England, I am authorised to accept your proposal submitted on 8 February 2018 for the above Package Order at the prices/rates quoted.

This Package Order start date is 19/2/2018, and completion date is 31/12/2018.

The authorised maximum Package Order cost is **£83,201.65** (excluding VAT). This cost is not to be exceeded without prior written approval of the Procurement Officer.

Annette Pass is the Project Sponsor, and can be contacted direct on 0300 470 5287 to arrange a start-up meeting. Please see overleaf for invoicing information.

Any queries relating to this contract should be sent to the Lot 1 Framework Manager via the email address below.

Yours Faithfully



John Templer

Email: Spats_Framework_Lot1@highwaysengland.co.uk

Cc: Dr Annette Pass (via email, please save a copy to your contract file)

Invoicing information

Please note that the Project Sponsor will be contacting you shortly with a release number to quote alongside the Blanket Purchase Agreement (BPA) number on your invoices.

1. When you report the value of completed work each month we will give you a receipt number.
2. Please quote both the release number and the monthly receipt number on your invoice to ensure prompt payment.
3. When submitting your invoice(s), please include the following information:

Invoice Address:	Invoice Details:	
Highways England Accounts Payable Team 11 th Floor The Cube 199 Wharfside Street Birmingham West Midlands B1 1RN	Contract Number:	2015/S 160-293835
	Package Order Number (SPATS Work Package Number):	1-510
	Project Sponsor:	Dr Annette Pass
	Cost Centre:	5532
	Project Number (PIN):	569259