

Our ref:

Your ref:

Disabled Enabled Ltd (trading as
AccessAble)
REDACTED

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

Via Bravo

27 March 2020

For the attention of REDACTED

OFFICIAL SENSITIVE

ACCESS SURVEYS AND GUIDES OF MOTORWAY SERVICE AREAS (MSA) IN ENGLAND

OJEU REFERENCE: 2020/S 019-042172

Dear **REDACTED**,

Further to my letter dated 16 March 2020, I am pleased to inform you that we are now in a position to move to contract award.

Due to the current situation with Coronavirus restrictions we do not wish to encourage people to be working during this time. The programme for the contract delivery in the Scope document will be amended to reflect this as shown below:

Section 6- Requirements to the Programme:

- Commence access surveys: March 2020 has been changed to within **one month of the relevant restrictions due to the coronavirus being lifted**
- Complete access surveys: November 2020 has been changed to **8 months from commencement date**
- Publish access guides: January 2021 has been changed to **2 months from completion**
- Maintain access guides: January 2021 to end of contract (March 2023) has been changed to **yearly thereafter**

Your Offer dated 25 February 2020 for carrying out the above-named contract and the enclosed Deed of Agreement will form a binding contract between yourselves and Highways England.

I am enclosing an electronic copy of the Form of Agreement for execution in respect of the above.

I would ask that you arrange for two hard copies of this Agreement to be executed (but not dated) and return both copies to:

REDACTED

We will subsequently confirm when Highways England has executed and completed the contract and will return one signed copy of the contract to you for your records.

In the meantime, you must treat this letter in confidence until Highways England makes any public announcement. I should also remind you at this time, of the requirements of paragraph 1.1.7 of the Instructions for Tenderers as they relate to confidentiality, the relevant extracts are reproduced below.

1.1.7 The contents of these Instructions and of any other documentation sent to Tenderers in respect of this tender process are provided on the basis that they remain the property of Highways England. Tenderers must not release information concerning the tender documents for publication in the press or on radio, television, screen or any other medium. Tenderers must not disclose the fact that they are tendering or release details of the tender documents, other than on an "in confidence" basis to those who have a legitimate need to know or whom they need to consult for the purpose of preparing their tender response. If you are unable or unwilling to comply with this requirement you are required to destroy these Instructions and all associated documents immediately and not to retain any electronic or paper copies. Tenderers are required to conduct themselves in good faith in all dealings in relation to this tender process.

You must not make any public announcements concerning the contents of this letter and all media enquiries should be directed to the Highways England Press Office. In the light of recent cases where there has been press reporting in advance of contract award or announcement it is especially important that these conditions are adhered to and that full confidentiality is maintained.

Please acknowledge, by return, safe receipt and understanding of the contents of this letter via Bravo.

Yours sincerely,

REDACTED