

[REDACTED]
SQW
[REDACTED]

09/09/16

Dear [REDACTED]

Research and Evaluation Framework Agreement – Lot 3
CCZZ16AO4 BIKEABILITY EVALUATION

Thank you for your response to the Specification for the above Commission by Department for Transport (the Customer) through the Research and Evaluation Framework dated 24/08/16 between (1) Secretary of State for Business, Innovation and Skills and (2) SQW (the Framework Agreement).

Annexes: A. Supplemental Tender dated 24/08/16
 B. Specification for Bikeability Evaluation
 C. Bid Clarification

Department for Transport accepts your Supplemental Tender (Annex A), submitted in response to our Specification (Annex B), as clarified or modified by the correspondence between us (Annex C).

The Call –off Terms and Conditions for this Contract are those set out in [Schedule 5] to the Framework.

The agreed total charges are £157,762.00 capped cost exclusive of VAT which should be added at the prevailing rate.

Payment can only be made following satisfactory delivery of pre-agreed certified products and deliverables. Before payment can be considered, each invoice must include a detailed elemental breakdown of work completed and the associated costs.

All invoices should be sent to: [REDACTED]
[REDACTED]

You are reminded that any Customer Intellectual Property Rights provided in order to perform the Services will remain the property of the Customer. The following deliverables have been agreed:

The Services Commencement Date is 12/09/16.

The Completion date is 31/08/18, with an option to extend for a further 3 months.

The Contract may be terminated for convenience by giving notice in accordance with clause 37 of the Call-off Terms and Conditions.

The Authorised Representative for this Commission will be [REDACTED] who can be contacted at: [REDACTED]

Congratulations on your success in being selected to undertake this Commission.

Yours sincerely

Signed on behalf of Department for Transport

BY SIGNING AND RETURNING THIS COMMISSIONING LETTER THE SERVICE PROVIDER AGREES to enter a legally binding contract with the Customer to provide to the Customer the Services specified in this Commissioning Letter and Annexes incorporating the rights and obligations in the Call-off Terms and Conditions set out in the Framework Agreement.

Signed on behalf of SQW



Annex A Supplemental Tender

Redacted



Annex B Specification

Redacted



Annex C Post-tender Clarification

Redacted