

DPS FRAMEWORK SCHEDULE 4: LETTER OF APPOINTMENT AND CONTRACT TERMS

Part 1: Letter of Appointment

National Highways
Commercial & Procurement
4 South
Lateral
8 City Walk
Leeds LS11 9AT

Dear Sirs

Letter of Appointment

This letter of Appointment dated 14th October 2021, is issued in accordance with the provisions of the DPS Agreement (RM6018) between CCS and the Supplier.

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

Order Number:	TBC
From:	The NATIONAL HIGHWAYS COMPANY LIMITED (company number 09346363), whose registered office is Bridge House, 1 Walnut Tree Close, Guildford GU1 4LZ ("Customer")
To:	The Market & Opinion Research International Limited (trading as Ipsos MORI) under Company Number 00948470, whose registered office is at 3 Thomas More Square, London, England, E1W 1YW ("Supplier")

Effective Date:	8 October 2021
Expiry Date:	End date of Initial Period 29 th March 2024 End date of Maximum Extension Period 29 th September 2025. Minimum written notice to Supplier in respect of extension: 14 days

Services required:	Set out in Section 2, Part B (Specification) of the DPS Agreement and refined by: · the Customer's Project Specification attached as Annex A - updated 23 July 2021 and the Supplier's Proposal attached at Annex B; and Tender Clarifications.
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Key Individuals:	
[Guarantor(s)]	N/A

Contract Charges (including any applicable discount(s), but excluding VAT):	Call off Contract Terms Schedule 6. Total contract charges must not exceed £940,000 excluding VAT.
Insurance Requirements	As per the RM6018 Agreement Terms (10.8.1-10.8.3)
Liability Requirements	Suppliers limitation of Liability (Clause Error! Reference source not found. of the Contract Terms); <i>As per the terms of the RM6018 Framework Agreement.</i>
Customer billing address for invoicing:	

GDPR	Contract Terms Schedule 7 (Processing, Personal Data and Data Subjects.
Alternative and/or additional provisions (including Schedule 8(Additional clauses)):	N/A

FORMATION OF CONTRACT

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

The Parties hereby acknowledge and agree that they have read this letter and the Contract Terms.

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

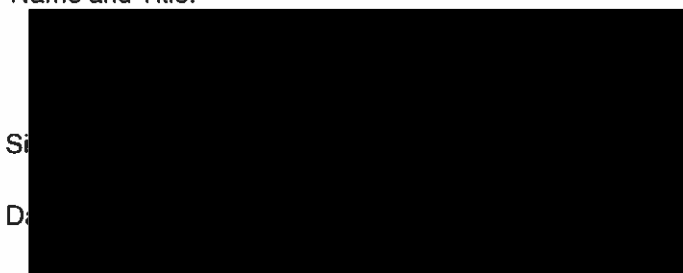
For and on behalf of the Supplier:

For and on behalf of the Customer:

Name and Title:



Name and Title:

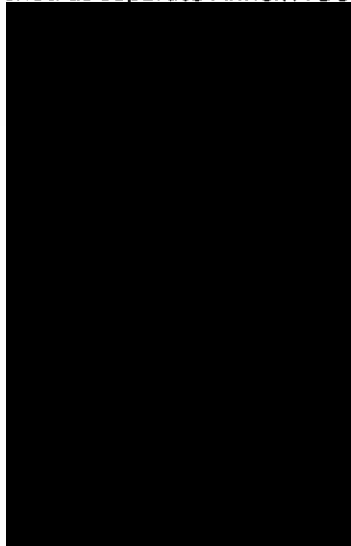


ANNEX A

Customer Project Specification and Tender Clarifications

To be determined by the Customer at Call for Competition stage

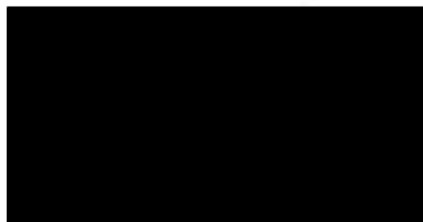
Scope - Attached as separate Annex A Document



ANNEX B

Supplier Proposal

To be determined at Call for Competition stage



Part 2: Contract Terms



