

DPS FRAMEWORK SCHEDULE 4: LETTER OF APPOINTMENT AND CONTRACT TERMS

Part 1: Letter of Appointment


Steer Davies & Gleave Ltd
28-32 Upper Ground
London
SE1 9PD

Dear Sirs

Letter of Appointment


This letter of Appointment dated 8 February 2022, is issued in accordance with the provisions of the DPS Agreement (RM6018) between CCS and the Supplier.

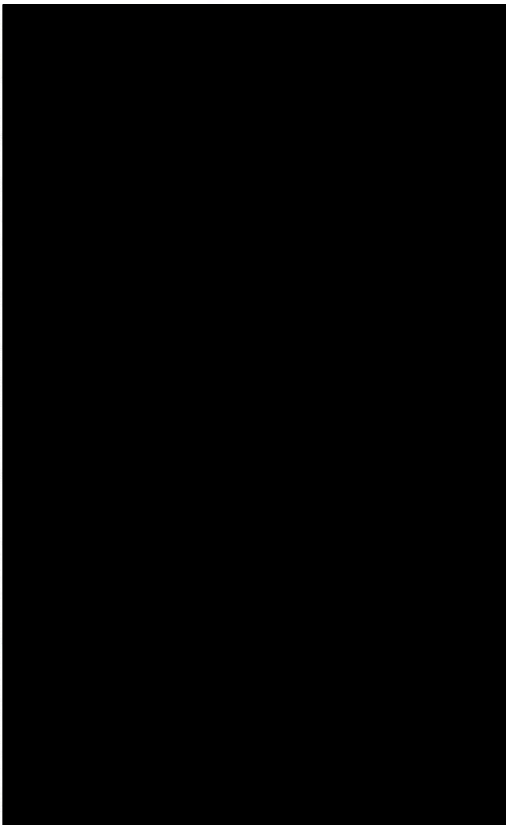
Capitalised terms and expressions used in this letter have the same meanings as in the Contract Terms unless the context otherwise requires.

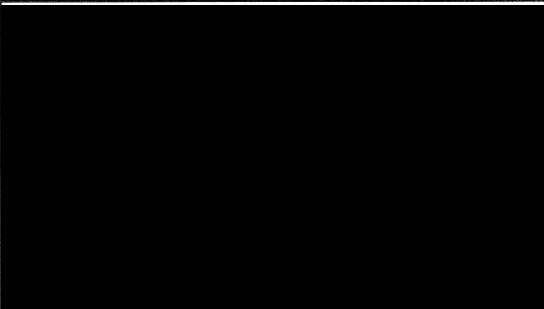
Order Number:	TROO0324
From:	Department for Transport, Great Minster House, 33 Horseferry Road, London, SW1P 4DR ("Customer")
To:	Steer Davies & Gleave Ltd, 28-32 Upper Ground, London, SE1 9PD ("Supplier")

Effective Date:	11 th February 2022
Expiry Date:	End date of Initial Period: 10 th May 2022 End date of Maximum Extension Period: 10 th June 2022 Minimum written notice to Supplier in respect of extension: 2 weeks

Services required:	Please see Annex A – Attachment 3 Statement of Requirements and Annex B – Supplier Quality Proposal
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Key Individuals:	<u>Department for Transport</u> 
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Guarantor(s)	N/A

Contract Charges (including any applicable discount(s), but excluding VAT):	The total contract value is up to £185,230 excluding VAT. Please see Annex C – Supplier Cost Proposal for individual daily rates by grade
Insurance Requirements	No additional insurance required
Liability Requirements	Suppliers limitation of Liability (Clause 18.2 of the Contract Terms)
Customer billing address for invoicing:	

GDPR	As per 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:

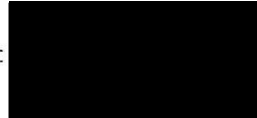


Signature:

Name and Title:



Signature:



Date:

10 February 2022

Date: 10/02/2022

ANNEXES

The following annexes have been provided as separate attachments:

- Annex A: Attachment 3 Statement of Requirements
- Annex B: Supplier Quality Proposal
- Annex C: Supplier Cost Proposal
- Annex D: Framework Terms & Conditions