



Ministry
of Defence

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James Anderson
Capita Business Services Ltd
Barnards Inn
86 Fetter Lane
London
EC4A 1EN

Your Reference:

Our Reference:
701254391

Date:
16 November 2020

Dear Sirs,

Standard Notice of Contract Award Decision Tender Reference 701254391 - for the Provision of Training Needs Analysis for the New Defence Heat Illness Policy

Thank you for your Sourcing Commissioning Document dated 24th May 2018 for the Provision of Training Needs Analysis for the New Defence Heat Illness Policy.

This letter notifies you of the MOD's decision to award contract 701254391 to your company.

Please confirm acceptance of this notice of Contract Award Decision by completing sections B and C in the table overleaf, and returning to Stephanie.dawes212@mod.gov.uk as soon as possible.

Yours sincerely,

David Docherty
Commercial Manager

Offer and Acceptance	
<p>Section A) Acceptance</p> <p>Acceptance of Contract 701254391.</p> <p>The Provision of Training Needs Analysis for the New Defence Heat Illness Policy constitutes an offer by the Authority for the supplier to supply the Deliverables. This is open for acceptance by the supplier until 26th November 2020. By signing below the Contractor agrees to be bound by the attached Contract terms and conditions.</p> <p>Signed by:</p> <p>Name: DAVID DOCHERTY</p> <p>Position: Commercial Manager</p> <p>For and on behalf of the Authority</p> <p>Authorised Signatory.....</p> <p>Date¹ 16 November 2020</p>	<p>Section B) Confirmation of Receipt</p> <p>I acknowledge receipt of the Department's contract letter no. 701254391</p> <p>Signed by:</p> <p>Name: (Block Capitals):</p> <p>Position:</p> <p>For and on behalf of</p> <p>Authorised Signatory</p> <p>Date:</p>
<p>Section C) Tier 1 Sub-Contractor data:²</p> <p>Name value of work (£ ex VAT) Location Of work..... SME ...Yes / No</p> <p>Name value of work (£ ex VAT) Location Of work..... SME ...Yes / No</p> <p>Name value of work (£ ex VAT) Location Of work..... SME ...Yes / No</p> <p>Name value of work (£ ex VAT) Location Of work..... SME ...Yes / No</p> <p>Name value of work (£ ex VAT) Location Of work..... SME ...Yes / No</p>	

¹ The date of unqualified acceptance by signature is the effective date of the contract

² The MOD is required to report to the Government any spend with Small and Medium-sized Enterprises (SMEs) including sub-contractors (Tier 1). SMEs are defined by the EU on http://ec.europa.eu/enterprise/policies/sme/facts-figures-analysis/sme-definition/index_en.htm