



**Ove Arup & Partners Ltd
The Arup Campus
Blythe Gate
Blythe Valley Park
Solihull
West Midlands
B90 8AE**

Attn: **REDACTED**
REDACTED

Date: 20th April 2017
Procurement ref: CCCC17A21

Dear Madam,

Award of contract for the supply of Study for National Infrastructure Commission: Infrastructure and digital systems resilience

Following your tender / proposal for the supply of research services to the National Infrastructure Commission, we are pleased to award this contract to you. The attached appendix provides detailed feedback on your submitted proposal.

This letter (Award Letter) and its Annexes set out the terms of the contract between the National Infrastructure Commission as the Customer and Ove Arup & Partners Ltd as the Supplier for the provision of the Services. Unless the context otherwise requires, capitalised expressions used in this Award Letter have the same meanings as in the terms and conditions of contract set out in Annex 1 – Agreement for Services to this Award Letter (the “**Conditions**”). In the event of any conflict between this Award Letter (and its Annexes) and the Conditions, this Award Letter (and its Annexes) shall prevail. Please do not attach any Supplier terms and conditions to this Award Letter as they will not be accepted by the Customer and may delay the conclusion of the Agreement.

1. For the purposes of the Agreement, the Customer and the Supplier agree as follows:

- 1.1. The Services shall be performed at the Supplier’s premises at The Arup Campus, Blythe Gate, Blythe Valley Park, Solihull, West Midlands B90 8AE and at the University College London premises at Gower Street, London WC1E 6BT.
- 1.2. The charges for the Services shall be as set out in Annex 2 – Price Schedule. The total contract value shall be £19,645 excluding VAT. Should the Authority wish to extend the scope of services the contract may need to be varied in accordance with the Annex 1 and reasonable costs agreed between the Authority and the Supplier.
- 1.3. The specification of the Services to be supplied is as set out in Annex 3 – Statement of Requirement and within the Supplier’s response at Annex 4 – Supplier Response. Where there is conflict Annex 3 shall take precedence.

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1.4. The Term shall commence on 20/04/2017 (the “Start Date”) and the Expiry Date shall be 19/08/2017. The Authority reserves the option to extend the contract by up to 6 months.

1.5. The address for notices of the Parties are:

Customer	Supplier
<p>National Infrastructure Commission Eastcheap Court, 11 Philpot Lane, London, EC3M 8UD.</p> <p>Attention: REDACTED Email: REDACTED</p>	<p>Ove Arup & Partners Ltd The Arup Campus Blythe Gate Blythe Valley Park Solihull West Midlands B90 8AE</p> <p>Attention: REDACTED Email: REDACTED</p>

1.6. The following persons are Key Personnel for the purposes of the Agreement:

Name	Title/Role
REDACTED	REDACTED
REDACTED	REDACTED

2. Payment

All invoices must be sent, quoting a valid purchase order number (PO Number), to: Accounts Payable, Finance Team - Finance & HR Operational Services, HM Treasury, Rosebery Court, St Andrew's Business Park, Norwich, NR7 0HS. Within 10 working days of receipt of your countersigned copy of this letter, the Customer will send you a unique PO Number. You must be in receipt of a valid PO Number before submitting an invoice.

To avoid delay in payment it is important that the invoice is compliant and that it includes a valid PO Number, item number (if applicable) and the details (name and telephone number) of your Customer contact (i.e. Contract Manager). Non-compliant invoices will be returned, which may lead to a delay in payment. If you have a query regarding an outstanding payment please contact the HM Treasury's Accounts Payable section either by email to invoicequeries@hmtreasury.gsi.gov.uk or by telephone on 020 7270 6000 (option 3, then option 4) between 09:00-17:00 Monday to Friday.

3. Liaison

For general liaison your contact will continue to be REDACTED at REDACTED or, in their absence, REDACTED at REDACTED

We thank you for your co-operation to date, and look forward to forging a successful working relationship resulting in a smooth and successful delivery of the Services. Please confirm your acceptance of the award of this contract by signing and returning by email to REDACTED **within 7**



Crown
Commercial
Service

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2nd Floor, Aviation House,
125 Kingsway,
London WC2B 6NH

T 0207 276 8886
E
ManagedProcurementService@crownc
mmercial.gov.uk

www.gov.uk/ccs

days from the date of this letter. No other form of acknowledgement will be accepted. Please remember to quote the procurement reference number above in any future communications relating to this contract.

Yours faithfully,

Signed for and on behalf of the National Infrastructure Commission (“the Customer”)

Name: REDACTED

REDACTED

Signature:

REDACTED

Date: 20/04/2017

We accept the terms set out in this letter and its Annexes, including the Conditions.

Signed for and on behalf of Over Arup & Partners Ltd. (“the Supplier”)

Name: REDACTED

Associate Director, Infrastructure

Signature:

Date:

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