

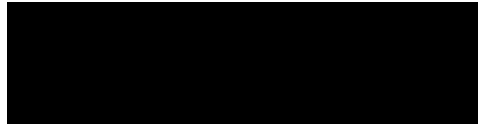
OFFICIAL



Ministry
of Defence

[REDACTED]
Commercial Officer

Portsmouth West
Portsmouth Hill Rd
Fareham PO17 6AD
United Kingdom



Concept House
Eastern Wood Road
Language Industrial Estate
Plympton, Plymouth
Devon PL7 5ET

Your Reference:
QUR23JW0093

Our Reference:
RQ0000033981

Date: 09/06/2023

Dear [REDACTED]

Offer Of Contract DSTL0000018053 for the Supply of 6 Axis Collaborative Robot 'Cobot'

1. As you are aware, the Authority intends to enter into the above contract with you.
2. Please sign and return the enclosed final version of the Contract within 10 working days of the date of this letter to acknowledge your acceptance of the Terms and Conditions.
3. Please note that no Contract will come into force until both parties have signed it. The Authority will countersign the Contract and return a copy of the same to you.
4. Payment will be made in accordance with the attached Terms and Conditions. If your company has not already provided its banking details to the Defence Business Services (DBS) Finance Branch, please complete the Form CX723, which is available from the Gov.uk (<https://www.gov.uk/government/publications/dbs-finance-payments-nominate-a-bank-form>) and forward to DBS Finance, Walker House, Exchange Flags, Liverpool, L2 3YL.
5. The Authority may publish notification of the Contract and shall publish Contract documents under the FOI Act except where publishing such information would hinder law enforcement; would otherwise be contrary to the public interest; would prejudice the legitimate commercial interest of any person or might prejudice fair competition in the supply chain.
6. If you wish to make a similar announcement you must seek approval from the named Commercial Officer.
7. To aid the Authority with obligations placed on it by HM Treasury regarding International Financial Reporting Standard (IFRS) 16, please advise in writing to [REDACTED] whether or not there are any assets (which are Contractor-owned or leased that are being used through the Contract) for which the Authority

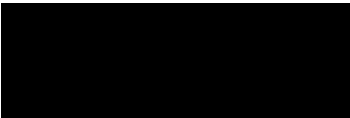
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has a right-of-use explicitly or implicitly present within the Contract. Where you identify such assets, please provide a full list in writing, including their location and the extent of the right-of-use by the Authority. The lease term¹ will be assumed to be the duration of the Contract (from start and end dates); if the asset is not available for use for the Contract duration, please provide start and end dates of when the asset is available for use. Please refer to the [HM Treasury IFRS 16 Leases Application Guidance](#) for further information. You will not be required to provide this for any associated asset under the Contract which is valued, when new, at less than £25,000 (subject to it not being defined as a peppercorn lease).

8. Under no circumstances should you confirm to any third party that you are entering into a legally binding contract for **30 days** prior to both parties signing the Terms and Conditions, or ahead of the Authority's announcement of the Contract award.

Yours sincerely,


Commercial Officer



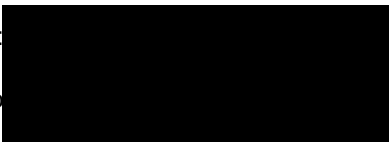
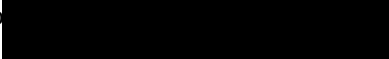
¹ Lease term includes:

a. periods covered by an option to extend the lease if the MOD is reasonably certain to exercise that option; and
b. periods covered by an option to terminate the lease if the MOD is reasonably certain not to exercise that option.

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We acknowledge receipt of your Authority's Letter of Offer, reference **RQ0000033981** dated 09/06/2023, with associated documents and confirm that we accept the offer contained therein. We understand that by accepting the Authority's offer, we are entering into a legally binding Contract. We agree that any other terms and conditions or any general reservations, which may be printed on any of our correspondence in connection with this work, shall not be applicable to the Contract. We confirm that we are proceeding with the work.

We agree that the Contract shall be subject to English Law (DEFCONs 529 and 530) unless we tick a preference for Scots Law (DEFCONs 529a and 530a).

Offer and Acceptance																															
<p>A) Offer</p> <p>Contract DSTL0000018053 constitutes an offer by the Authority for the supplier to supply the Deliverables. This is open for acceptance by the supplier until 19/06/2023 by signing below the Contractor agrees to be bound by the attached Contract terms and conditions.</p> <p>Signed by: </p> <p>Name (Block Capitals): </p> <p>Position: Commercial Officer</p> <p>For and on behalf of the Authority</p> <p>Authorised Signatory:</p> <p>Date: 09/06/2023</p>	<p>B) Acceptance of Offer of Contract</p> <p>I acknowledge receipt of the Authority's Contract letter reference DSTL0000018053.</p> <p>I confirm that I accept the Offer it contains and agree to be bound by its terms.</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>Date²:</p>																														
<p>C) Scots law to apply? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/></p>																															
<p>D) Tier 1 Sub-Contractor data:³</p> <table border="0"> <tbody> <tr> <td>Name</td> <td>value of work (£ ex VAT)</td> <td>Location Of Work</td> </tr> <tr> <td colspan="3">.....SME: Yes / No</td> </tr> <tr> <td>Name</td> <td>value of work (£ ex VAT)</td> <td>Location Of Work</td> </tr> <tr> <td colspan="3">.....SME: Yes / No</td> </tr> <tr> <td>Name</td> <td>value of work (£ ex VAT)</td> <td>Location Of Work</td> </tr> <tr> <td colspan="3">.....SME: Yes / No</td> </tr> <tr> <td>Name</td> <td>value of work (£ ex VAT)</td> <td>Location Of Work</td> </tr> <tr> <td colspan="3">.....SME: Yes / No</td> </tr> <tr> <td>Name</td> <td>value of work (£ ex VAT)</td> <td>Location Of Work</td> </tr> <tr> <td colspan="3">.....SME: Yes / No</td> </tr> </tbody> </table>		Name	value of work (£ ex VAT)	Location Of WorkSME: Yes / No			Name	value of work (£ ex VAT)	Location Of WorkSME: Yes / No			Name	value of work (£ ex VAT)	Location Of WorkSME: Yes / No			Name	value of work (£ ex VAT)	Location Of WorkSME: Yes / No			Name	value of work (£ ex VAT)	Location Of WorkSME: Yes / No		
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² The date of unqualified acceptance by signature is the effective date of the Contract

³ 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/growth/smes/business-friendly-environment/sme-definition/>