



Keelagher Okey Klein,
REDACTED

Attn: REDACTED
REDACTED

Date: 20th December 2019
Contract Reference: CCCC19B07

Dear John,

Award of contract for the Provision of Consultancy for Construction Health and Safety Audits

Following your bid / proposal for the Provision of Consultancy for Construction Health and Safety Audits to Crown Commercial Service, (The Contracting Authority) we are pleased to award this contract to you.

This letter (Award Letter) and its Annexes set out the terms of the contract between Crown Commercial Service as the Contracting Authority and Keelagher Okey Klein 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 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 Contracting Authority and the Supplier agree as follows:

- 1.1. The Services shall be performed at REDACTED (the Supplier’s premises) and Services Providers Offices.
- 1.2. The charges for the Services shall be as set out in Annex 2. The total contract value shall be £30,000.00 (excluding VAT).
- 1.3. The specification of the Services to be supplied is as set out in Annex 3 and within the Supplier’s response at Annex 4. Where there is conflict Annex 3 shall take precedence.
- 1.4. The Term shall commence on 20th December 2019 (the “Start Date”) and the Expiry Date shall be 19th February 2020.
- 1.5. The address for notices of the Parties are:

Contracting Authority

Supplier



Crown Commercial Service
REDACTED
Attention: REDACTED
Email: REDACTED

Keelagher Okey Klein,
REDACTED,

Attention: REDACTED
Email: REDACTED

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

1.6.1. For the Supplier:

Name	Title/Role for the Supplier
REDACTED	Sole Managing Director

1.7.2 For the Contracting Authority:

Name	Title/Role for the Contracting Authority
REDACTED	Deputy Director - Construction

2. Payment

All invoices must be sent, quoting a valid purchase order number (PO Number), to: REDACTED. Invoice to be submitted upon satisfactory completion of each of the milestones identified in Statement of Requirements. Before payment can be considered, each invoice must include a detailed elemental breakdown of work completed and the associated costs. Payment will be made within 30 days of submission of undisputed invoices.

3. Liaison

For general liaison your contact will continue to be REDACTED.

Please confirm your acceptance of the award of this contract by signing and returning the enclosed copy of this letter to David Hughes via a message through eSourcing the above address as soon as possible. No other form of acknowledgement will be accepted. Please remember to quote the Contract Reference number above in any future communications relating to this Contract. You are reminded that no engagement with the Contracting Authority is permitted until a copy of the signed contract is received.

Thank you for your cooperation.

Yours faithfully,

Signed for and on behalf of Crown Commercial Service ("the Customer")
REDACTED
Deputy Director - Construction
Signature:

REDACTED



Date: 24/01/2020

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

Signed for and on behalf of Keelagher Okey Klein (“the Supplier”)

REDACTED

Sole Managing Director

Signature: REDACTED

Date: 23/12/2019