



Intellectual
Property
Office

Concept House
Cardiff Road, Newport
NP10 8QQ

T +44 (0) 30 0300 2000
MC +44 (0) 30 0020 0015

Direct Line: REDACTED
E-Mail REDACTED
Our Ref: **C3135**
Date: 25 July 2023
Tom Pengelly
REDACTED
REDACTED

Dear Mr Pengelly,

C3135 Provision of Rapid Review of Uzbekistan's IP Regime

Acting on behalf of the Secretary of State for the Department of Science, Innovation and Technology (DSIT) operating through the Chief Executive of the Intellectual Property Office (an operating name of the Patent Office), I am pleased to confirm that your proposal for the above services has been accepted.

The terms and conditions of this award are based upon:

1. This Offer letter.
2. Your proposal dated 27 June 2023 (See Annex A – Proposal)
3. BEIS standard terms & conditions of contract for the purchase of services;
4. Achieving Transparency and Information Sharing in Government Procurement Exercises;
5. Other conditions defined as part of this award letter.

Terms and Conditions

As stated, the BEIS standard terms and conditions of contract for services will govern the provision of any services provided under this agreement. Further details of these terms can be found below:

[BEIS Standard Terms and Conditions of contract for Services
\(publishing.service.gov.uk\)](https://publishing.service.gov.uk)

Requirement

See Annex B – Specification.

Contract Start Date: 31 July 2023



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Contract Expiry Date: 30 October 2023

Contract Initial Period: 6 months

Contract Optional Extension period: One (1) extension period of option for up to two (2) weeks time only extension at the sole discretion of the customer and subject to internal approvals.

Specific Condition

Any information or data gathered by the contractor as part of or during the process of delivery of our requirement remains the sole property of the INTELLECTUAL PROPERTY OFFICE. The contractors must not divulge, discuss or share findings, reports or outcomes with any other parties other than the IPO. All customer data used, provided or gathered for this project remains the property of the IPO and must not be sold on to any other party unless prior written permission is provided.

Invoicing and Payment Terms

For the avoidance of doubt, the contract will be performed on a capped cost basis for the amount of £14,500.00 (including VAT).

Milestone No	Milestone Description	Cost (inc VAT)
1.	REDACTED	REDACTED
2.	REDACTED	REDACTED
3.	REDACTED	REDACTED
Total (including VAT)		£14,500.00

All valid invoices will be paid within 30 days of receipt. Please submit your Invoice by e-mail, quoting the purchase order reference and the contract reference C3135. Please include a full breakdown of charges for the services being provided to: payables@ipo.gov.uk

The invoice must be submitted promptly following completion of the services and must contain sufficient detail to allow the IPO to determine the exact services for which it is being charged.

Limitation of Liability

The IPO's entire limitation of liability under this contract shall not exceed £14,500.00 including VAT.



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Contact Information

IPO Contract Manager:

REDACTED
Tel: REDACTED
E-mail: REDACTED

Nothing contained in this offer and in the attached shall be construed as notifying or implying acceptance by the Authority of any estimated or suggested price or of any condition of Contract which may have been referred to orally or in writing in any previous discussion or correspondence.

Yours sincerely,

REDACTED

REDACTED
REDACTED

BY SIGNING THIS AWARD LETTER THE SUPPLIER AGREES to enter a legally binding contract with the Customer to provide the Services. The Parties hereby acknowledge and agree that they have read the terms and conditions and by signing below agree to be bound by the terms of this Contract.

Signed by an authorised signatory for and behalf of the Supplier



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Supplier_Signature

REDACTED

Full Name: Tom Pengelly

Job Title/Role: Consultant

Date Signed: 26 July 2023

For and on behalf of the Buyer

Contracting_Authority_Signature

REDACTED

Full Name: REDACTED

Job Title/Role: REDACTED

Date Signed: 26/7/23



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Commercial In Confidence

Annex A – PROPOSAL

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ANNEX B – SPECIFICATION

The project requirement is to:

- Identify strengths and weaknesses in the Uzbek national IP regime by engaging with informed sources.
- DBT UZB and IP UZB will arrange for policy colleagues to be available for this consultation
- Draft a detailed analytical report which can be used to engage with Uzbekistan's Ministry of Justice to identify short-, medium- and long-term improvements.
- The analysis contained in the report should enable some prioritisation of resources and change management to maximise IP UZB's time
- Create a roadmap and a list of recommendations for the Uzbek Ministry of Justice to align Uzbekistan with global standards in IP (e.g. TRIPS and International Treaties), as well as on introducing best practice IP regime, improving Uzbek legal framework and strengthening IP enforcement
- Delivering the update in a considered but sensitive tone
- Engage with DBT colleagues at Post and have the experience and professional approach to assist Uzbekistan's Ministry of Justice in starting the journey to improvement.
- Working with the project team (DBT UZB / DBT UK and IPO) to ensure that updates on progress are made allowing IP UZB to be aware of progress
- The report would be designed to be shared with the Uzbek government, DBT, the IPO and with other government departments as required.
- The funding is capped at £15k in total, and bids which exceed this will not be considered. Any bid which attracts VAT must be within this figure.
- The project needs to be completed within three months.