



Our Ref: 21137/Call off  
Date: 17<sup>th</sup> May 2021

3KQ Ltd

Attn: [REDACTED]

Dear [REDACTED]

**Ref:** Further Competition under Contract ref: Project\_21137

**Title:** Readiness Assessment for the Flood and Coastal Resilience Innovation Programme

The Environment Agency are pleased to award you the above referenced project following a further competition under Project\_21137. The Environment Agency accepts your proposal for the above services based on the following:

This contract award letter and SEAFS framework terms and conditions

Our Request for Quotation dated: 15.12.21

Your response received dated: 04.01.21

Clarification of costs dated: 01.05.21(Annex 1 below)

The project shall commence on May 2021 and will end on 31<sup>st</sup> October 2021 and the agreed price of [REDACTED] shall be fixed for the project duration. A further 3 month extension will be permitted under this contract.

The price for this contract is as follows: (enter pricing model you have used, as completed by the supplier)

ACTIVITY	DUE DATE	COST
Tasks 1-12 (Annex 1)	End September	[REDACTED]

We will require you to quote the Purchase Order reference, to be advised later, on all invoices to ensure timely payment. Invoices should be sent to; [REDACTED]

Invoices not containing the correct Purchase Order number will mean we are unable to process them and they will be returned to you.

This Project will be managed on behalf of the Environment Agency by [REDACTED], phone: [REDACTED], email: [REDACTED] and will be your first point of contact for all non-contractual day to day enquiries. The Project reference and title given above should be quoted on all correspondence. A start up meeting will be arranged shortly to discuss the project.

As this is a Call-off project under the Stakeholder and Engagement and Facilitation Services, reference project 21137, it is governed by the process outlined to you during our tendering process for the Framework along with the Terms and Conditions (Annex 2)

Please sign and return a copy of this letter to confirm receipt and acceptance of the above. We look forward to working with you on this Project.

Yours faithfully,

[Redacted]

Senior Engagement Advisor

Email: [Redacted]

Telephone: [Redacted]

Receipt and acceptance of award for the above Project, as per the Environment Agency's award letter of 20/09/2017 acknowledged for **3KQ** by:

Name: [Redacted]

Signature: [Redacted]

Date: 21<sup>st</sup> May 2021

Defra Commercial Lead - [Redacted]

[Redacted]

24th May 2021



Our Ref: 21137/Call off  
Date: 17<sup>th</sup> May 2021

Wilson Sherriff

Dear [REDACTED]

**Ref:** Further Competition under Contract ref: Project\_21137

**Title:** Readiness Assessment for the Flood and Coastal Resilience Innovation Programme

The Environment Agency are pleased to award you the above referenced project following a further competition under Project\_21137. The Environment Agency accepts your proposal for the above services based on the following:

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OFFICIAL - SENSITIVE

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Please sign and return a copy of this letter to confirm receipt and acceptance of the above. We look forward to working with you on this Project.

Yours faithfully,

[Redacted]

Senior Engagement Advisor

Email: [Redacted]

Telephone: [Redacted]

Receipt and acceptance of award for the above Project, as per the Environment Agency's award letter of 20/09/2017 acknowledged for **Wilson Sherriff** by:

Name: [Redacted]

Signature: [Redacted]

Date: 15 June 2021

Countersigned - Defra Commercial Lead - [Redacted]

15/06/2021

[Redacted]

OFFICIAL - SENSITIVE



Environment  
Agency

Our Ref: 21137/Call off  
Date: 17<sup>th</sup> May 2021

Icarus



Attention: Icarus

Dear [REDACTED]

**Ref:** Further Competition under Contract ref: Project\_21137  
**Title:** Readiness Assessment for the Flood and Coastal Resilience Innovation Programme

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OFFICIAL - SENSITIVE

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Please sign and return a copy of this letter to confirm receipt and acceptance of the above. We look forward to working with you on this Project.

Yours faithfully,

[Redacted]

Senior Engagement Advisor

Email:

Telephone:

Receipt and acceptance of award for the above Project, as per the Environment Agency's award letter of 20/09/2017 acknowledged for Icarus by:

Name:

Signature:

Date: 25.05.21

Counter signed - Defra Group Commercial

15 June 2021