

SCHEDULE 2

Letter of Appointment and Order Form



Government
Office for Science

8th floor
10 Victoria Street
London
SW1H 0NN

Dear Ove Arup & Partners Limited

Letter of Appointment

This letter of Appointment is issued in accordance with the provisions of the Framework Agreement between Department for Department for Science, Innovation and Technology and the Supplier dated 17.10.2023

Capitalised terms and expressions used in this letter have the same meanings as in the Terms unless the context otherwise requires.

Order Number:	PS23779 – Future of Tunnelling
From:	Government Office for Science (DSIT) ("Customer")
To:	Ove Arup & Partners Limited ("Supplier")

Effective Date:	17.10.2023
Expiry Date:	End date of Initial Period 27.10.2023 End date of Maximum Extension Period 31.10.2023 Minimum written notice to Supplier in respect of extension: 5 working days

Services required:	Set out in Section 2 (Services offered) and refined by: The Customer's Project Specification attached at Framework Annex A and the Supplier's Proposal attached at Annex B
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Key Individuals:	
Guarantor(s)	Not Applicable

Call Off Contract Charges (including	£16,750.00 (exclusive of VAT)
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any applicable discount(s), but excluding VAT):	
Insurance Requirements	<p>The Supplier maintains Professional Indemnity Insurance of not less than £5m provided that such insurance remains available at reasonable rates.</p> <p>The Supplier's total liability under or in connection with this commission shall not exceed £250,000.</p>
Customer billing address for invoicing:	<p>Ove Arup & Partners Limited 8 Fitzroy Street, London, W1T 4BQ, United Kingdom</p>
Additional Clauses:	N/A

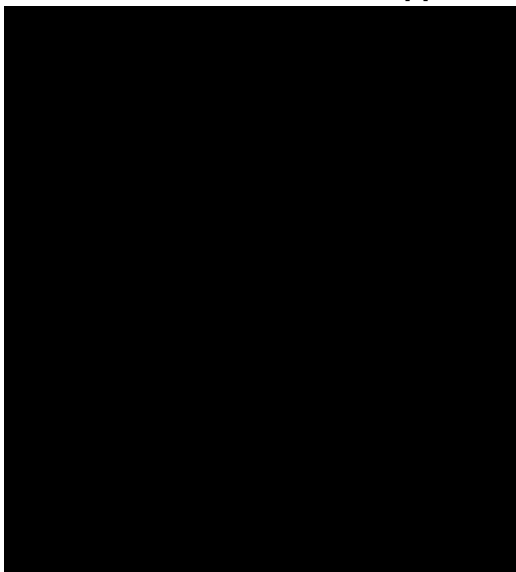
FORMATION OF CALL OFF CONTRACT

BY SIGNING AND RETURNING THIS LETTER OF APPOINTMENT (which may be done by electronic means) the Supplier agrees to enter a Contract with the Customer to provide the Services in accordance with the terms of this letter and the Terms.

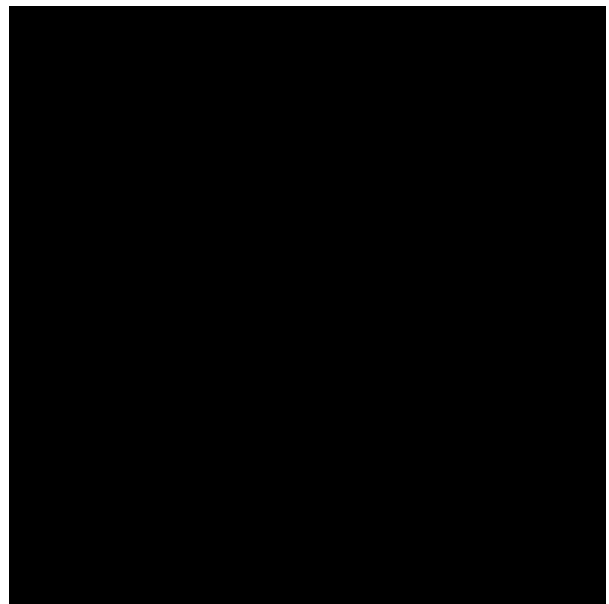
The Parties hereby acknowledge and agree that they have read this letter and the Terms.

The Parties hereby acknowledge and agree that this Contract shall be formed when the Customer acknowledges (which may be done by electronic means) the receipt of the signed copy of this letter from the Supplier within two (2) Working Days from such receipt.

For and on behalf of the Supplier:



For and on behalf of the Customer:



Annex D: Order Form

Framework Agreement – Futures Framework

This should include;

Annex A – Customer Project Specification

Annex B – Supplier Proposal

Part 2 – The Terms as set out in this Framework Schedule 2 (Letter of Appointment and Order Form) shall apply to this Contract.

FROM

Customer	Government Office for Science (DSIT)
Service Address	8th floor, 10 Victoria Street, London, SW1H 0NN
Invoice Address	8th floor, 10 Victoria Street, London, SW1H 0NN
Contact Ref:	
Order Number	PS23379
Order Date	17.10.2023

TO

Supplier:	Ove Arup & Partners Limited
For the attention of:	
Address	8 Fitzroy Street London W1T 4BQ United Kingdom

1. SERVICES REQUIREMENTS

(1.1) Services [and Deliverables] Required:

1. Agree categories of emerging trends and technologies
2. Set out framework with criteria for evaluating trends and technologies to include maturity, level of impact and potential level of government influence
3. Global tunnelling skills network forum post to capture input under each category
4. Collate body of evidence under each category to capture the criteria
5. London & UK tunnelling team workshop to review and develop body of evidence
6. Compile a report in the style of GoScience's Rapid Technology Assessments as a one page summary of the findings, together with the body of evidence database submitted as supporting information.
7. Engage with four external reviewers through a meeting with each, and incorporate comments provided. We understand these reviewers are proposed to be:

(1.2) Commencement Date: 17.10.2023

(1.3) Price Payable by Customer 16,750 plus VAT (£18.000 incl VAT)

(1.4) Completion Date: 27.10.2023

2 ADDITIONAL REQUIREMENTS

(2.1) Supplemental Requirements in addition to Call-Off Terms and Conditions: N/A

(2.2) Variations to Call-Off Terms and Conditions: None

3. PERFORMANCE OF THE SERVICES [AND DELIVERABLES]
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(3.1) Key Personnel of the Supplier to be involved in the Services [and deliverables]:

Project Director [REDACTED] Director Civils, Structures, Bridges and Tunnels London Leader
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Project Manager [REDACTED] Associate and Global Geotechnics Digital Leader
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Tunnel skills network [REDACTED] Associate, London Tunnelling and Lead Author of PAS8810 the first UK standardization document for the design of precast concrete segment lining
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Arup Foresight team [REDACTED] - Associate and our region Foresight Lead
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Pipe jacking and horizontal drilling expert [REDACTED] – Associate and Global Micro-tunnelling microskill leader
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BIM and Digital Twins – [REDACTED] - Director and Delivery Team Lead for the National Digital Twin programme
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Geothermal - [REDACTED] Senior Geologist leading the London geothermal services

Hyperloop [REDACTED] - Associate and Hyperloop Global Coordinator

(3.2) Performance Standards: The work will be carried out to standards reviewed by the Customer in the initial review meeting.

(3.3) Location(s) at which the Services are to be provided: London, UK

(3.4) Quality Standards: the Costumer will carry out the final review of the work and apply in house quality assessment of the work
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(3.5) Contract Monitoring Arrangements: regular review meetings and check-points. Collaborative working.

4. CONFIDENTIAL INFORMATION

(4.1) The following information shall be deemed Commercially Sensitive Information or Confidential Information: N/A
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(4.2) Duration that the information shall be deemed Commercially Sensitive Information or Confidential Information: N/A
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BY SIGNING AND RETURNING THIS ORDER FORM THE PROVIDER AGREES to enter a legally binding contract with the Customer to provide the Service specified in this Order Form together with, where completed and applicable, the mini-competition order (additional requirements) set out in section 2 of this Order Form. Incorporating the rights and obligations in the Terms and Conditions set out in the Framework Agreement entered into by the Provider and Department for Science, Innovation and Technology and any subsequent signed variations to the terms and conditions.

For and on behalf of the Supplier-

Name and Title		
Signature		
Date		

For and on behalf of the Customer-

Name and Title		
Signature		
Date		

ANNEX A
Customer Project Specification

