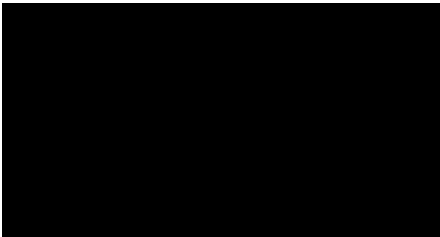


Our ref: 23288  
Date: 11/2//2020




These prices will remain fixed for the duration of the contract.

The contract is awarded for an initial period of twelve (12) months, from 20 February 2020 to 31 January 2022. There are two (2) further twelve (12) month extension options available, subject to business requirement, satisfactory performance and price negotiation. Any proposed price increases will be capped at the prevailing rate of CPI. Contract extensions if exercised must be agreed in writing by both parties before any services can commence and invoices can be submitted or paid.

The Purchase Order number is: (TBC). We will require you to quote this on all invoices to ensure timely payment. Invoices should be sent to:



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

This contract will be managed on behalf of the Environment Agency   
  


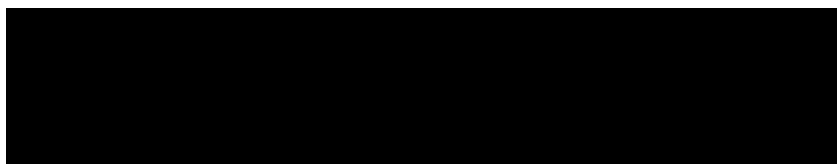
The contract reference and title given above should be quoted on all correspondence.

The contract will be governed by the terms and conditions as contained within the original request for quotation. These are embedded at Appendix 1.

Execution of the Contract is carried out in accordance with EU Directive 99/93 (Community framework for electronic signatures) and the Electronic Communications Act 2000. The Contract is formed on the date on which both Parties communicate acceptance of its terms on the Authority's electronic contract management system ("Bravo").

Please confirm your acceptance of this letter via Bravo. This, together with Defra group Commercial's acceptance on behalf of the Environment Agency, will constitute the execution of this contract.

Yours sincerely



[REDACTED]

## Appendix 1 - Terms and Conditions



Project\_23288 -  
Conditions of Contr