

Our ref: **2-204**  
Your ref:

SPATS Framework  
Highways England  
The Cube  
199 Wharfside Street  
Birmingham, B1 1RN

**Corderoy**

via Bravo

19 February 2019

## OFFICIAL

Dear Sir/Madam

### **SPECIALIST PROFESSIONAL AND TECHNICAL SERVICES FRAMEWORK Lot 2 – Commercial Services**

#### **2-204 Temporary Quantity Surveyor**

On behalf of Highways England, I am authorised to accept your proposal submitted on 13 February 2019 for the above Package Order at the prices/rates quoted.

This Package Order start date is 19 February 2019, and completion date is 30 June 2019.

The authorised maximum Package Order cost is **£58,972.50** (excluding VAT). This cost is not to be exceeded without prior written approval of the Procurement Officer.

XXX is the Project Sponsor, and can be contacted direct on XXX to arrange a start-up meeting. Please see Annex A overleaf for invoicing information.

Any queries relating to this letter and its contents should be sent via Bravo messaging.

Yours faithfully

XXX

Email: [Spats\\_Framework\\_Lots\\_2to6@highwaysengland.co.uk](mailto:Spats_Framework_Lots_2to6@highwaysengland.co.uk)  
(via email, please save a copy to your contract file)

#### **Invoicing information**

Please note that the Project Sponsor will be contacting you shortly with an Agreement number to quote on your invoices.

1. When you report the value of completed work each month we will give you a receipt number.
2. Please quote the agreement number and the monthly receipt number on your invoice to ensure prompt payment.
3. When submitting your invoice(s), please also include the following information:

<b>Invoice Address:</b>	<b>Invoice Details:</b>	
Highways England Accounts Payable Team 11 <sup>th</sup> Floor The Cube 199 Wharfside Street Birmingham West Midlands B1 1RN	Contract Number:	2015/S 160-293835
	Package Order Number:	2-204
	Cost Centre:	3020
	Project Number (PIN):	TBC
	Project Sponsor	(as named above)