



1 Horse Guards Road  
London  
SW1A 2HQ

BSi Group  
Kitemark Court  
Davy Avenue  
Milton Keynes  
MK5 8PP | UK

21<sup>st</sup> April 2020

Dear [REDACTED],

**RE: QC Support – Letter of Comfort**

Many thanks to you and your team for the excellent efforts that you have put into responding to the crucial Ventilator Challenge. We are delighted with your support with the Quality Control work to support the Medicines and Healthcare products Regulatory Agency necessary to ensure ventilators safely reach clinical use. We would like to comfort you that we shall cover associated costs.

Specifically:

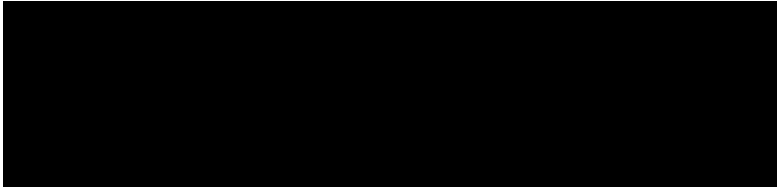
- We commit to covering costs associated with your open book time and materials utilised in supporting the quality control work regarding ensuring ventilators can safely reach clinical use. This includes technical review, QMS auditing, gap analysis and the development and publishing of QMS comparisons of ISO standards.
- Cover up to an initial value of £200,000.
- This is subject to proving us with information supporting your work, including but not limited to your time and material to date, as well as a future forecast covering the next 6 weeks.

It would therefore be helpful if you could send me a financial breakdown of the work completed to-date - if you need support with this, please let us know. In this could you ensure you confirm:

- Your commitment to prioritising work relating to ensuring clinical approval for ventilator devices to be designed or manufactured by UK government contractual arrangements until our confirmed demand has been met.
- A best reasonable estimate of your potential upcoming forecast, covering at least a period of six weeks.
- Your proposed pricing structures.
- How much you will have spent to date on the aforementioned work.
- What other help you will need from us.

On receipt of these, my commercial team will work with you to finalise payment. We will require an invoice to be received, which can be matched against

Very kind regards,



Government Chief Commercial Officer.