

Our ref: 2-191
Your ref:

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

Arcadis
via Bravo

24th October 2018

OFFICIAL

Dear Sir/Madam

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

2-191 Smart Motorways Project and Programme Management SMP Tranche 4

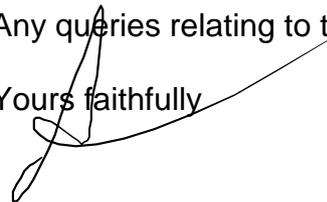
On behalf of Highways England, I am authorised to accept your proposal submitted on 27th September 2018 for the above Package Order at the prices/rates quoted. This Package Order start date is 24th October 2018, and completion date is 30th April 2019.

The authorised maximum Package Order cost is **£80,047.80** (excluding VAT). This cost is not to be exceeded without prior written approval of the Procurement Officer.

Tony Turton is the Project Sponsor, and can be contacted direct on 0300 470 3420 to arrange a start-up meeting. Please see overleaf for invoicing information.

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

Yours faithfully



Anthony Harris
Lot 2 Delivery Lead

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:

Invoice Address:	Invoice Details:	
Highways England Accounts Payable Team 11 th Floor The Cube 199 Wharfside Street Birmingham West Midlands B1 1RN	Contract Number:	2015/S 160-293835
	Package Order Number:	2-191
	Project Sponsor:	as stated
	Cost Centre:	3089
	Project Number (PIN):	551532