



Department
for Environment
Food & Rural Affairs

Aqua House,
20, Lionel St,
Birmingham,
B3 1AQ.

T: 03459 335577
helpline@defra.gov.uk
www.gov.uk/defra

[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]

Your ref: (supplier)
Our ref: ecm_60753
Date: 24/02/2021

Dear Sir/ Madam

Award of contract for the supply of contact call centre service to receive anonymous information from members of the public 24 hours a day, 7 days a week (including bank holidays) about suspected crimes

Following your tender/ proposal for the supply of call centre services to receive anonymous information about suspected crimes to The Environment Agency, we are pleased to award this contract to you.

This letter (Award Letter) and its Annex set out the terms of the contract between Environment Agency as the Authority and Crime stoppers Trust/ Treble 5 Treble 1 Limited as the Supplier for the provision of the Services. Unless the context otherwise requires, capitalised expressions used in this Award Letter have the same meanings as in the terms and conditions of contract set out in Annex 1 to this Award Letter (the “**Conditions**”). In the event of any conflict between this Award Letter and the Conditions, this Award Letter shall prevail. Please do not attach any Supplier terms and conditions to this Award Letter as they will not be accepted by the Authority and may delay the conclusion of the Agreement.

For the purposes of the Agreement, the Authority and the Supplier agree as follows:

The Services shall be performed at: Leo House, Railway Approach, Wallington, SM6 0DX.

1. The charges for the Services shall be as set out in Annex / the Supplier's tender (quotation) dated 23 September 2020.

2. The specification of the Services to be supplied is as set out in the Supplier's Quote dated 23 September 2020.
3. The Term shall commence on 1 April 2021 and the Expiry Date shall be 31 March 2024.
4. The address for notices of the Parties are:

Authority	Supplier
The Environment Agency Horizon House Bristol BS1 5AH Attention: [REDACTED] Email: [REDACTED] [REDACTED]	[REDACTED] [REDACTED] [REDACTED] [REDACTED] Attention: [REDACTED] Email: [REDACTED] [REDACTED]

- The following persons are Key Personnel for the purposes of the Agreement:

Name	Title
[REDACTED]	[REDACTED] [REDACTED]

6. The Authority may require the Supplier to ensure that any person employed in the provision of the Services has undertaken a Disclosure and Barring Service check. The Supplier shall ensure that no person who discloses that he/she has a conviction that is relevant to the nature of the Services, relevant to the work of the Authority, or is of a type otherwise advised by the Authority (each such conviction a "**Relevant Conviction**"), or is found by the Supplier to have a Relevant Conviction (whether as a result of a police check, a Disclosure and Barring Service check or otherwise) is employed or engaged in the provision of any part of the Services.

Payment

Our preference is for all invoices to be sent electronically, quoting a valid purchase order number (PO Number), to APinvoices-ENV-U@gov.sscl.com within 5 working days of receipt of your countersigned copy of this letter, we will send you a unique PO Number. You must be in receipt of a valid PO Number before submitting an invoice.

To avoid delay in payment it is important that the invoice is compliant and that it includes a valid PO Number, PO Number item number (if applicable) and the details (name and

telephone number) of your Authority contact (i.e. Contract Manager). Non-compliant invoices will be sent back to you, which may lead to a delay in payment. If you have a query regarding an outstanding payment please contact our Accounts Payable section by email to APinvoices-ENV-U@gov.sscl.com or by telephone 0845 607 0330 between 09:00-17:00 Monday to Friday.

Liaison

For general liaison your contact will continue to be [REDACTED] - agency.gov.uk

Please confirm your acceptance of the award of this contract by signing and returning the enclosed copy of this letter to [REDACTED] at the above address (Aqua House) within 5 days from the date of this letter. No other form of acknowledgement will be accepted. Please remember to quote the reference number above in any future communications relating to this contract.

Yours faithfully,

Execution of this award notification letter is carried out in accordance with EU Directive 99/93 (Community framework for electronic signatures) and the Electronic Communications Act 2000. The Contract will be formed on the date on which both Parties communicate acceptance of its terms on the Authority's eSourcing System.

Signed for and on behalf of The Environment Agency

Name: [REDACTED]	Name: [REDACTED]
Signature: [REDACTED]	[REDACTED] [REDACTED]
Date: 24 February 2021	Date: 24 February 2021

We accept the terms set out in this Award letter and the annexed Conditions.

Signed for and on behalf of [REDACTED]:

Name: Job title:	
Signature:	Date:

Annex

Quote provided by [REDACTED] by email, dated 23 September 2020.

Three-year agreement:

Information Sharing [REDACTED] [REDACTED]

[REDACTED] [REDACTED]

Three-year agreement total = [REDACTED]