

**Press Association Limited**

REDACTED

REDACTED

REDACTED

Attn: REDACTED

22<sup>nd</sup> March 2018

Procurement ref: CCCO18A04

Dear Sir/Madam,

**Award of contract for Press Association Subscription**

Following your quotation for the supply of Newswire Press Association subscription for the Ministry of Defence (the 'Customer') we confirm we wish to purchase this subscription from you.

This letter, together with Crown Commercial Services Standard Terms and Conditions (available on request) and the Press Association (the 'Supplier') Terms and Conditions, forms the agreement between the Customer and Supplier for the provision of the Goods.

Where there is a conflict between the terms and conditions of the Supplier and the Customer's (the 'Parties'), the Supplier's shall take precedence.

For general liaison your contact will be REDACTED.

**1. For the purposes of the Agreement, the Customer and the Supplier agree as follows:**

- 1.1. The total contract value shall be £77,250.00 ex VAT for the 5-year agreement. The annual cost will be £15,450.00 ex VAT. The Charges shall be increased (but not decreased) on each 1st January during the Term in line with the figure issued in the preceding December by the Office for National Statistics (or any successor body) for the "percentage change over 12 months" in the "all items" index of the Retail Prices Index

1.2. The specification of the goods is a subscription to Newswire Press Association to allow:

- 1.2.1. 20 Users (£15,450.00)
- 1.2.2. Real time news alerts 24 hours a day, 365 days a year
- 1.2.3. Diary Search
- 1.2.4. Live access to the Supplier's breaking news wire
- 1.2.5. Fully searchable archive of stories published in the last 30 days
- 1.2.6. Up to 20 email alert search terms at any one time per user (up to 60 alerts)
- 1.2.7. The option to contribute to stories as they happen
- 1.2.8. The Supplier's - 'Who's Who' Newsdesk, National & Regional Journalists contact information

1.3. The Term shall commence on 1<sup>st</sup> April 2018 (the "Start Date") and the Expiry Date shall be 31<sup>st</sup> March 2023.

1.4. The address for notices of the Parties are:

<b>Customer</b>	<b>Supplier</b>
<p>MOD Main Building Whitehall London SW1A 2HB</p> <p>Attention: REDACTED Email: REDACTED</p>	<p>Press Association Limited 292 Vauxhall Bridge Road, London, SW1V 1AE</p> <p>Attention: REDACTED Email: REDACTED</p>

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

Name	Title/Role
REDACTED	REDACTED

REDACTED

REDACTED

## 2. Payment

Within 10 working days of receipt of your countersigned copy of this letter, the Customer will send the Supplier a unique PO Number. The Supplier must be in receipt of a valid PO Number before submitting an invoice.

All invoices must be sent, quoting a valid purchase order number (PO Number), via the Ministry of Defence CP&F payment system.

The Customer wishes to thank you for your co-operation to date and look forward to forging a successful working relationship. Please confirm your acceptance of the purchase by signing and returning a copy of this letter via email within 1 day from the date of this letter. No other form of acknowledgement will be accepted. Please remember to quote the procurement reference number above in any future communications relating to this contract.

Yours faithfully,

Signed for and on behalf of the Ministry of Defence (“the Customer”)

REDACTED

Signed for and on behalf of The Press Association (“the Supplier”)

REDACTED