This Contract is made between:

**The Secretary of State for Health and Social Care acting as part of the Crown through UK Health security Agency** of Nobel House, 17 Smith Square, London, SW1H 3JR(the "Authority")

and

**Global Connections (Scotland) Limited**, of 3rd Floor, 180 Hope Street, Glasgow, G2 2UE(the "Contractor")

The following is agreed:

1. The Contract is made up of the following documents:

a) This Form of Contract for **UKHSA – Corporate – Easy Read Guidance (Contract ref: C57267)**

b) UKHSA Conditions of Contract (PHE version as included in the tender documents. All references to Public Health England should be taken to mean UK Health Security Agency).

c) The Contractor’s tender response (including prices detailed in the Commercial Envelope of the tender response).

d) Specification for **UKHSA – Corporate – Easy Read Guidance** as included in the tender documents.

(all of the above documents taken together (as amended in accordance with this Contract) being referred to as the “Contract”)

2. If there is an inconsistency between any of the documents listed above, a higher listed document shall prevail over a lower listed document, i.e. document (a) shall prevail over all other documents; document (b) shall prevail over documents (c) and (d).

3. The Contract will commence on the date that signatures are added by both the Authority and the Contractor.

4. The duration of the Contract will be until the 31st March 2022 initially, but will be extendable for two periods of twelve months, subject to funding being available, to end on the 31st March 2024.

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| Signature:  Text, letter  Description automatically generated | Signature: |
| For and on behalf of the Authority | For and on behalf of the Contractor |
| Name: | Name: David Orr |
| Timothy John Purchase  Job Title:  Lead Category Manager | Job Title: Director |
| Date:  15th December 2021. | Date: 29th December 2021 |