



British Geological Survey  
Environmental Science Centre  
Nicker Hill  
Keyworth  
Nottingham  
NG12 5GG

8 February 2019

Contract Number: CPD/004/117/132

### **CONTRACT AWARD LETTER**

#### **CONTRACT FOR SEISMIC MONITORING AND INFORMATION**

1. The documents listed below form a binding contract (the "Contract") between The Natural Environment Research Council as represented by the British Geological Survey with offices at Environmental Science Centre, Nicker Hill, Keyworth, Nottingham, NG12 5GG (the "Contractor") and the Secretary of State for the Ministry of Housing, Communities and Local Government ("MHCLG"):
  - i. this Contract Award Letter;
  - ii. the Specification (Annex A);
  - iii. the Contract Terms and Conditions (Annex B);
  - iv. the Price Schedule (Annex C) - *REDACTED*
  - v. the MHCLG Travelling & Subsistence Expenses for Contractors (Annex D);
  - vi. the Contractor's Proposal (Annex E) - *REDACTED*
2. In the event of conflict between any of the documents forming the Contract, the conflict shall be resolved by giving precedence to the documents in the order set out above.
3. In consideration of the full and proper performance by the Contractor of this Contract and subject to the other terms of this Contract, MHCLG shall pay the prices, rates and expenses specified in the Price Schedule (Annex C).

#### **Contract Term**

4. Subject to any termination provisions within the Contract, the term of the Contract shall commence on **1 April 2017** (the "Effective Date") and shall terminate on **31 March 2021**.

#### **Prices and Invoicing**

5. The *firm price* for the term of the Contract is **£164,989.36** (exclusive of Value Added Tax (VAT)).



Ministry of Housing,  
Communities &  
Local Government

6. All invoices are to be submitted to: CP2P Team, MHCLG, 4th Floor, High Trees, Hillfield Road, Hemel Hempstead, HP2 4XN.
7. Invoices must quote MHCLG's contract number and purchase order number (to be confirmed) and an appropriate description. Failure to do so may result in a delay in payment for which MHCLG cannot be held responsible.
8. Invoices must also quote MHCLG's vendor number. If the Contractor has not received a vendor number, the Contractor should complete a SAP7B form (available on request) and send it to MHCLG's Commercial Representative.

Contract Representatives

9. MHCLG's representatives for this Contract are:

Commercial Representative:

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Commercial Advisor  
Ministry of Housing, Communities and Local Government  
1st Floor, Fry Building  
2 Marsham Street  
London  
SW1P 4DF

Tel: -

Email: -

Contract Manager:

-

Resilience Adviser  
Resilience and Emergencies Division (North)  
Ministry of Housing, Communities and Local Government  
1st Floor South (Esk Wing), Lateral  
8 City Walk  
Leeds  
LS11 9AT

Tel: -

Email: -



10. The Contractor's representatives for this Contract are:

Commercial Representative:

-

Head of Intellectual Property and Legal  
British Geological Survey  
Keyworth  
Nottingham  
NG12 5GG

Tel: -. Email: -

Contract Manager:

-

British Geological Survey  
Environmental Science Centre  
Nicker Hill  
Keyworth  
Nottingham  
NG12 5GG

Tel: -

Mob: - Email: -

11. The Contractor's Key Personnel are as follows:

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Tax

12. MHCLG may consult Her Majesty's Revenue and Customs (HMRC) for advice as to whether Schedule D or E tax applies to payments made under this Contract. The decision will be based upon the content of the Contract. Copies of the Contract may be submitted to HMRC. As there may be some delay before the decision is made, it may be necessary for MHCLG to deduct tax from early payments under the Contract. Such tax will be refunded if HMRC advise that Schedule D tax applies.

Premises

13. The Premises where the Services are to be performed is as follows:

British Geological Survey  
The Lyell Centre  
Research Avenue South  
Edinburgh  
EH14 4AP



Execution

14. The Parties have executed and delivered this Contract as of the Effective Date.

Signed \_\_\_\_\_

Signed \_\_\_\_\_

Name \_\_\_\_\_

Name \_\_\_\_\_

Position \_\_\_\_\_

Position \_\_\_\_\_

Date \_\_\_\_\_

Date \_\_\_\_\_

for and on behalf of the  
Secretary of State for  
Housing, Communities & Local Government

for the Contractor

Please confirm acceptance of this Contract as soon as possible by signing and returning this document to - (details as in Section 9 above). MHCLG will accept a signed hard copy or a PDF version.