

**Palatine Research and Data Limited****[REDACTED TEXT]****Attn: [REDACTED TEXT]****[REDACTED TEXT]**Date: 7th June 2019

Contract Reference: CCZZ19A21

Dear [REDACTED TEXT]

Award of contract for the Provision of Tracing Agents

Following your bid / proposal for the provision of Tracing Agents to the Infected Blood Inquiry, (The Contracting Authority) we are pleased to award this contract to you.

This letter (Award Letter) and its Annexes set out the terms of the contract between the Infected Blood Inquiry, as the Contracting Authority and Palatine Research and Data 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 its Annexes) and the Conditions, this Award Letter (and its Annexes) shall prevail. Please do not attach any Supplier terms and conditions to this Award Letter as they will not be accepted by the Customer and may delay the conclusion of the Agreement.

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

- 1.1. The Services shall be performed at the Supplier’s premises with Contract Review meetings to be held at the Customer’s office [REDACTED TEXT] or at any other location as per the Contracting Authority’s discretion. The Contracting Authority shall advise the Customer within sufficient time as to the location of the Contract Review meeting.
- 1.2. The charges for the Services shall be as set out in Annex 2. The total contract value against the maximum volume of work completed shall be £7,000.00, including any extension options. This is subject to the Contracting Authority requiring all volume of work outlined in Annex 2.
- 1.3. The specification of the Services to be supplied is as set out in Annex 3 and within the Supplier’s response at Annex 4. Where there is conflict Annex 3 shall take precedence.
- 1.4. The Term shall commence on Contract Award and the Expiry Date shall be 31st December 2020. The Contracting Authority reserves the right to extend the Contract for an additional three (3) months.
- 1.5. The address for notices of the Parties are:



[REDACTED TEXT]

Contracting Authority

Infected Blood Inquiry
[REDACTED TEXT]

Supplier

Palatine Research and Data Limited
[REDACTED TEXT]

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

1.6.1. For the Supplier:

Name	Title/Role for the Supplier
[REDACTED TEXT]	[REDACTED TEXT]

1.7.2 For the Contracting Authority:

Name	Title/Role for the Contracting Authority
[REDACTED TEXT]	[REDACTED TEXT]

2. Payment

2.1. Payment can only be made following satisfactory delivery of pre-agreed certified products and deliverables.

2.2. Before payment can be considered, each invoice must include a detailed elemental breakdown of work completed and the associated costs.

2.3. Invoices should be submitted to: [REDACTED TEXT]

2.4. Payment shall be made within 30 working days following receipt of a correctly submitted invoice as specified above.

3. Liaison

For general liaison your contact will continue to be [REDACTED TEXT]

Please confirm your acceptance of the award of this contract by signing and returning the enclosed copy of this letter to [REDACTED TEXT] at the above address within 3 days from the date of this letter. No other form of acknowledgement will be accepted. Please remember to quote the Contract Reference number above in any future communications relating to this Contract. You are reminded that no engagement with the Contracting Authority is permitted until a copy of the signed contract is received.

Thank you for your cooperation.

Yours faithfully,

Signed for and on behalf of the Infected Blood Inquiry ("the Customer")

OFFICIAL



[REDACTED TEXT]

Name:

Job Title:

Signature:

Date:

We accept the terms set out in this letter and its Annexes, including the Conditions.

Signed for and on behalf of Palatine Research and
Data Ltd("the Supplier")

Name:

Job Title:

Signature:

Date: