

Asset Management Consulting Ltd
 221 St John Street
 Clerkenwell
 London
 EC1V 4LY

Our ref: 27532
 Date: 02/01/2020

FTAO [REDACTED]

Dear [REDACTED]

Ref: 27984
 Title: Provision of Institute of Asset Management (IAM) Qualification

I am pleased to inform you that the Environment Agency (EA) hereby accepts your tender dated 6 December 2019 and the clarifications dated 18 December 2019 in respect of the above contract. The contract shall be carried out in accordance with:

This contract award letter
 Our Invitation to Tender dated: 18 November 2019
 Your response received dated: 6 December 2019
 Clarification dated: 6 December 2019

The price for this contract is as follows: (enter pricing model you have used, as completed by the supplier)

Cost of delivering training to 90 delegates		[REDACTED]
Breakdown of above costs:		
Number of cohorts required to deliver training to 90 delegates	■	
Cohort costs (i.e. costs that are relevant to a single cohort as a whole, not the individual delegates)	[REDACTED]	
Cost per Delegate (i.e. costs that are relevant to the individual delegates, not the cohort as a whole)	[REDACTED]	
Any other costs included in your tender (please provide details of what these costs are below)		[REDACTED]
Development of configuration to EA business needs		

Total Cost	██████████
Free of Cost (FOC) Development Days per year	█
Overall Development Day Rate, following FOC days	██████████
Specific Day Rates	
Technical author / trainer	██████████
Graphic design	██████████

These prices will remain fixed for the duration of the contract.

The contract is awarded for an initial period of twelve (12) months, from 2 January 2020 to 1 January 2021. There are two (2) further twelve (12) month extension options available, subject to business requirement, satisfactory performance and price negotiation. Contract extensions if exercised must be agreed in writing by both parties before any services can commence and invoices can be submitted or paid.

The Purchase Order number is: (TBC). We will require you to quote this on all invoices to ensure timely payment. Invoices should be sent to:

SSCL
Environment Agency
PO BOX 797
Newport
Gwent
NP10 8FZ

Invoices not containing the correct Purchase Order number will mean we are unable to process them and they will be returned to you.

This contract will be managed on behalf of the Environment Agency by ██████████ (phone: ██████████; email: ██████████). The contract reference and title given above should be quoted on all correspondence.

The contract will be governed by the terms and conditions as contained within the original request for quotation. These are embedded at Appendix 1 and are also available in the attachments area of the Bravo contract record ecm_57054.

Execution of the Contract is carried out in accordance with EU Directive 99/93 (Community framework for electronic signatures) and the Electronic Communications Act 2000. The Contract is formed on the date on which both Parties communicate acceptance of its terms on the Authority's electronic contract management system ("Bravo").

Please confirm your acceptance of this letter via Bravo. This, together with Defra group Commercial's acceptance on behalf of the Environment Agency, will constitute the execution of this contract.

Kind regards

[REDACTED]

Category Officer

DgC Corporate Services - Workforce

Email: [REDACTED]

Telephone: [REDACTED]

Appendix 1 - Terms and Conditions



27532_conditions
of contract_Final.do