



Ministry  
of Justice

Interserve Investments Limited  
Interserve House,  
Ruscombe Park,  
Twyford, Reading,  
Berkshire,  
RG10 9JU

[REDACTED]  
Commercial and Contract  
Management Directorate  
Ministry of Justice  
102 Petty France  
London  
SW1H 9AJ  
**MoJ ref:** ITT603

August 2017

[REDACTED]  
  
Dear Sirs

**Contract Letter**

**Contract for Provision of Employment Positions for Prisoners at HMP Berwyn**

This letter and its Annexes comprise the Contract between the **Ministry of Justice** (the Authority) and **Interserve Investments Ltd** (the Provider) for the Provision of Employment Positions for Prisoners at HMP Berwyn (the Services).

In the event of any conflict within the Contract or related documents, the Authority and the Provider agree to the following order of precedence:

- (1) this Contract Letter;
- (2) the Terms and Conditions at Annex 1;
- (3) Schedules A – X at Annex 2 and, within these Schedules, the Service Specification (Schedule B) shall take precedence over the Service Solution (Schedule C); and
- (4) the Provider's Tender to the extent that it is not contained in the Service Solution (Schedule C).

The term of the Contract shall commence on August 2017 and expire in five (5) years in the absence of earlier termination or any extension in accordance with the terms set out therein.

The addresses for the service of notices are as follows:

**Authority**

MINISTRY OF JUSTICE  
102 Petty France  
London SW1H 9AJ

**Provider**

INTERSERVE INVESTMENTS LIMITED  
Interserve House  
Ruscombe Park  
Twyford  
Reading  
Berkshire  
RG10 9JU

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

Please confirm your acceptance of the Contract by signing and returning this letter to [REDACTED] at the Authority's address (Harcourt House, 2 The Calls, Leeds, LS2 7EH as soon as possible and within 7 days from the date of this letter. Please quote the reference number above in any future communications with the Authority relating to this Contract.

In accordance with clause 48.1 of the Terms and Conditions at Annex 1, this Contract Letter may be executed in counterparts, each of which when executed and delivered shall constitute an original but all counterparts shall constitute one and the same instrument.

Yours sincerely

.....

Date.....

Signed for and on behalf of the Ministry of Justice

Name:

[REDACTED]

We accept the terms set out in this Contract Letter and Annexes 1 – 2

.....

Date.....

Signed for and on behalf of Interserve Investments Ltd

Name:

[REDACTED]