

Risk & Policy Analysts Ltd  
Suite C, 2nd floor, The Atrium  
St Georges Street  
Norwich  
NR3 1AB

Our ref: C19674

Date: 15 August 2023

FAO: [REDACTED]

Ref: C19674

Title: Net Zero - Energy Storage Research Project

Dear [REDACTED]

I am pleased to inform you that the Environment Agency hereby accepts your tender dated 24 July 2023 in respect of the above framework contract. Your tender received a total score of 74.80 during the evaluation process. Your technical bid scored 64 and your commercial bid scored 30.

The contract shall be carried out in accordance with:

This contract award letter

Our Invitation to Tender dated 23 June 2023

Your Part B Response Form received dated 24 July 2023

Your clarifications provided on 31 July 2023

The Contract Charges for the services to be provided will be as set out in your tender response in Appendix B Cost Schedule\_C19674\_RPA.

The Contract Period will be 4 September 2023 to 31 March 2024.

These Contract Charges will remain fixed for the stated Contract Period.

Purchase Order numbers will be issued by the Environment Agency following completion of the contract award. We will require you to quote the correct Purchase Order number 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:

Client Contract Manager: [REDACTED]  
[REDACTED]

The contract reference and title given above should be quoted on all correspondence.

The Contract will be governed by the attached ESPO framework 664\_21 (Consultancy Services) Call-off Terms and Conditions as contained within the original Invitation to Tender. Please check the details in the Appendix section are correct before confirming your acceptance or advise if any amendments are required.

Please acknowledge receipt of this letter and confirm your acceptance by return.

The Client Contract Manager will contact you once I have received your acceptance to arrange a project start-up meeting at a convenient location and time.

Should you require any feedback on your bid, please contact me to arrange a convenient time for a meeting.

Yours sincerely

[REDACTED]

[REDACTED]

Senior Commercial Officer

DGC | EGS Team

Email: [REDACTED]

Telephone: [REDACTED]

Receipt and acceptance of award for the above contract, as per the Environment Agency's award letter of dd/mm/yyyy acknowledged for Risk & Policy Analysts Ltd by:

Name:

Signature:

Date: