



Ministry  
of Defence

**Hannah Price**  
Commercial Manager

Coltman House  
DMS Whittington  
Lichfield  
Staffordshire  
WS14 9PY

Tel: 030 016 48166  
Email: Hannah.price107@mod.gov.uk

MedaPhor Ltd  
Floor 6, Hodge House  
114-116 St Mary Street  
Cardiff  
CF10 1DY

Your Reference:

Our Reference:  
701574413

Date: 25/10/2021

FAO: Michael Harwood

Dear Michael,

**Contract Number 701574413 for the provision of Medical Simulator Training Equipment and 12 months of support.**

1. The Authority hereby accepts your Tender / Part of your Tender reference: **701574413 – Purchase Order and Associated Documents dated 3 Sep 2021.**
2. For your convenience, the Terms and Conditions of the Contract which will result from this acceptance are attached.
3. Payment will be made in accordance with the attached Terms and Conditions. If your company has not already provided its banking details to the Defence Business Services (DBS) Finance Branch, please complete the Form **CX723**, which is available from GOV.UK (<https://www.gov.uk/government/publications/dbs-finance-payments-nominate-a-bank-form>) and forward to DBS Finance, Walker House, Exchange Flags, Liverpool, L2 3YL.
4. Please acknowledge this by completing sections B and C in the table overleaf, signing both copies of this letter at section B and returning one to the address above.

Yours sincerely,

Hannah Price  
(signed electronically)

**Offer and Acceptance****Section A) Acceptance**

Acceptance of Tender **701574413** constitutes acceptance by the Authority of your company's tender **701574413** for the supply of the Deliverables.

Signed by: Hannah Price

Name (Block Capitals): HANNAH PRICE

Position: Commercial Manager

For and on behalf of the Authority

Authorised Signatory Hannah Price

Date<sup>1</sup>: 25/10/2021

**Section B) Confirmation of Receipt**

I acknowledge receipt of the Authority's Contract letter no 701574413

Signed by:

Name (Block Capitals): MICHAEL HARWOOD

Position: UK SALES MANAGER

For and on behalf of

MEDAPHOR LTD

Authorised Signatory MICHAEL HARWOOD

Date: 26/10/2021

**Section C) Tier 1 Sub-Contractor data:<sup>2</sup> N/A**

Name .....	value of work (£ ex VAT) .....	Location Of work.....	SME ...Yes / No
Name .....	value of work (£ ex VAT) .....	Location Of work.....	SME ...Yes / No
Name .....	value of work (£ ex VAT) .....	Location Of work.....	SME ...Yes / No
Name .....	value of work (£ ex VAT) .....	Location Of work.....	SME ...Yes / No
Name .....	value of work (£ ex VAT) .....	Location Of work.....	SME ...Yes / No

<sup>1</sup> The date of unqualified acceptance by signature is the effective date of the Contract

<sup>2</sup> The MOD is required to report to the Government any spend with Small and Medium-sized Enterprises (SMEs) including sub-contractors (Tier 1). SMEs are defined by the EU on [http://ec.europa.eu/enterprise/policies/sme/facts-figures-analysis/sme-definition/index\\_en.htm](http://ec.europa.eu/enterprise/policies/sme/facts-figures-analysis/sme-definition/index_en.htm)

**Please reply to the Commercial Branch named in the heading quoting the Contract Number on all correspondence.**