



Department
for Environment
Food & Rural Affairs

Nobel House
Smith Square
London
SW1P 3JR
T: 03459 335577
helpline@defra.gsi.gov.uk
www.gov.uk/defra

Integration House
61 Bideford Avenue
Perivale,
Middlesex
UB6 7PP

Your ref: QUBC-41242
Our ref: project_36473
Date: 30 June 2022

Dear Bill,

**Award of contract for the supply On-Site Warranty NBD Upgrade Cluster 1&2
30/06/2022 for a period of 24 months for value a of £32,322.**

Following your proposal for the supply of the on-site Warranty NBD Upgrade Cluster 1&2 to Defra, we are pleased to award this contract to you.

This letter (Award Letter) and its Annexes set out the terms of the contract between Defra as the Customer and Broadberry Data Systems Limited as the Contractor for the provision of the Services.

For the purposes of the Agreement, the Customer and the Contractor agree as follows:

- 1) The charges for the Services along with the specification shall be as set out in the Contractor's quotation dated 21st June 2022 (Annex 1).
- 2) The Term shall commence on 30th June 2022 and the Expiry Date shall be 30th June 2024.
- 3) The address for notices of the Parties are:

Customer

Department for Environment, Food and
Rural Affairs
Nobel House
17 Smith Square
London
SW1P 3JR

Contractor

Broadberry
Integration House
61 Bideford Avenue
Perivale,
Middlesex
UB6 7PP

Attention: Defra Group Commercial

Attention: [REDACTED]

Email:

[REDACTED]

Email:

[REDACTED]

Payment

All invoices should be sent, quoting a valid purchase order number (PO Number), to:

[REDACTED]

[REDACTED]

Within 10 Working Days of receipt of your acceptance of this letter, we will send you a unique PO Number. You must be in receipt of a valid PO Number before submitting an invoice.

To avoid delay in payment it is important that the invoice is compliant and that it includes a valid PO Number, PO Number item number (if applicable) and the details (name and telephone number) of your Customer contact (i.e. Contract Manager). Non-compliant invoices will be sent back to you, which may lead to a delay in payment. If you have a query regarding an outstanding payment please contact our Accounts Payable section either by email to [REDACTED] between 09:00-17:00 Monday to Friday.

Liaison

For general liaison your contact will be [REDACTED]

or, in her absence, [REDACTED]

We thank you for your co-operation to date, and look forward to continuing a successful working relationship resulting in a smooth and successful supply of the service. Acceptance of the award of this contract will be made by electronic signature carried out in accordance with the 1999 EU Directive 99/93 (Community framework for electronic signatures) and the UK Electronic Communications Act 2000.

Acceptance of the offer comprised in this Agreement must be made within 7 days from the date of this Award Letter and the Agreement is formed on the date on which the Contractor communicates acceptance by signing this letter and providing the Customer with an electronic copy of the signed letter. No other form of acknowledgement will be accepted.

Please remember to quote the reference number above in any future communications relating to this contract.

Yours sincerely,

[REDACTED]

Head of Service Infrastructure Category
Defra Group Commercial

Accepted on behalf of Department for Environment, Food and Rural Affairs

Signed: _____

Name: _____

Position: _____

Dated: _____

Accepted on behalf of Broadberry Data Systems Limited:

Signed: _____

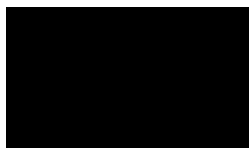
Name: _____

Position: _____

Dated: _____

Annex 1

This Annex contains the Quotations and specification to renew **On-Site Warranty NBD Upgrade Cluster 1& 2** from 30th June 2022 for a period of 24 months.



Annex 2

Short form T&C



Conditions of
Contract - Short For