

Our ref: HE/Technical Lead
Your ref:

Redacted
2nd Floor
Woodlands
Manton Lane
Bedford MK41 7LW

Methods Advisory

Via CCS e-sourcing

Direct Line: Redacted

31 March 2017

OFFICIAL – SENSITIVE

Award Letter - CCS RM1502 – Technical Lead

Dear Sir

On behalf of Highways England, I am writing to accept your recent offer to carry out the above-mentioned Package Contract within the terms of the Crown Commercial Services RM1502, Lot 1.

The commencement date will be authorised by the Project Manager, Redacted. The value of this Package Contract is based on your daily rate of £650 and the end date specified in the Package Order is 31 March 2018.

You should note that we will not pay for any work unless it has been specifically authorised in writing within the terms of the Agreement.

This award is subject to confirmation by return that the Key People you have offered in your tender will be available to start the project.

The CPF toolkit has now been tailored to suit individual types of task orders/contracts and as a result of this the Project Manager will liaise with Highways England's Commercial Team to identify and issue the CPF toolkit that is relevant to this specific contract. A CPF will be required in accordance with the CPF guidance and FAQ documents. The CPF may be considered by the Company when allocating future work and other contractual mechanisms.

Invoices should be sent to FS Payments at Highways England, The Cube, 199 Wharfside Street, Birmingham, B1 1RN, quoting the Project Manager's name, Blanket Purchase Agreement number and release number, both obtainable from the Project Manager.

Please note you must not make any public announcements and all media enquiries should be directed to the Highways England Press Office.

Please acknowledge receipt of this letter via the CCS e-sourcing portal.

Yours faithfully,

Redacted